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BUDGET REVIEW HEARINGS  
BUDGET COMMITTEE  
BOARD OF SUPERVISORS  
CITY AND COUNTY OF SAN FRANCISCO

THURSDAY, JULY 1, 1993 - 1:00 P.M. ROOM 228, CITY HALL

PRESENT: SUPERVISORS MIGDEN, HSIEH, ALIOTO  
CLERK: KAY GULBENGAY

1. File 100-93-1. Hearing to consider the Annual Budget of the City and County of San Francisco for Fiscal Year 1993-94. (Mayor)

HUMAN WELFARE

- 26 Commission on Aging
- 34 Human Rights Commission
- 48 Commission on the Status of Women
- 45 Social Services

GENERAL ADMINISTRATION AND FINANCE

- 23 Children's Fund (Continued from 6/29/93)
- 33 Health Service System (Continued from 6/29/93)
- 78 Recorder (Continued from 6/29/93)
- 39 Port (Continued from 6/30/93)

COMMUNITY HEALTH

- 83 Public Health Central Office
- 85 Laguna Honda Hospital
- 86 San Francisco General Hospital
- 87 Community Mental Health Services

97 GENERAL CITY RESPONSIBILITIES

99 CAPITAL PROJECTS

ACTION: Budget review meetings held. Recessed to July 7, 1993 meeting.

2. File 157-93-1. [Departmental Report of Fees] Transmitting Departmental Report of Fees, except fees regulated by State or Federal law, for 1992-93, pursuant to Section 3.17-2 of the Administrative Code.

ACTION: Hearing held. Recessed to July 7, 1993 meeting.

3. File 101-93-2. [Annual Appropriation Ordinance, 1993-94] Ordinance appropriating all estimated receipts and all estimated expenditures for the City and County of San Francisco for fiscal year ending June 30, 1994.  
(Mayor)

ACTION: Hearing held. Recessed to July 7, 1993 meeting.

4. File 102-93-2. [Annual Salary Ordinance] Ordinance enumerating positions in the annual budget and appropriation ordinance for the fiscal year ending June 30, 1994, continuing, creating or establishing these positions; enumerating and including therein all positions created by Charter or state law for which compensations are paid from City and County funds and appropriated in the annual appropriation ordinance; authorizing appointments or continuation of appointments thereto; specifying and fixing the compensations and work schedules thereof; and authorizing appointments to temporary positions and fixing compensations therefor. (Civil Service Commission)

ACTION: Hearing held. Recessed to July 7, 1993 meeting.

*City Report*

CITY AND COUNTY



OF SAN FRANCISCO

## BOARD OF SUPERVISORS

BUDGET ANALYST

1390 MARKET STREET, SUITE 1025

SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-7642

June 29, 1993

**TO:** Budget Committee

**FROM:** Budget Analyst

**SUBJECT:** Recommendations of the Budget Analyst for Amendment of the Mayor's Fiscal Year 1993-94 Budget.

The Budget Analyst is providing the attached budget recommendations for departments listed below which are the subject of the Budget Committee budget hearing.

### **Budget Committee Public Hearing, July 1, 1993 1:00 p.m.**

#### **Human Welfare**

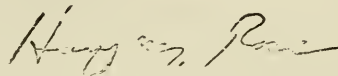
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45	Social Services.....	18

#### **Community Health**

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97	<u>General City Responsibilities</u> .....	70
99	<u>Capital Projects</u> .....	74



Harvey M. Rose

cc: Supervisor Migden  
Supervisor Hsieh  
President Alioto  
Supervisor Bierman  
Supervisor Conroy  
Supervisor Hallinan  
Supervisor Kaufman  
Supervisor Kennedy  
Supervisor Leal  
Supervisor Maher  
Supervisor Shelley  
Clerk of the Board  
Controller  
Mayor

**BUDGET REVIEW FORM  
REVENUE/EXPENDITURE SUMMARY**

<b>Department/Division: 26 Commission on Aging</b>		<b>Budget Detail: Budget Summary:</b>		<b>Page 952</b>
	<b>FY 1992-93 Budget</b>	<b>Mayor's FY 1993-94 Budget</b>	<b>Change</b>	<b>Percent Change</b>
<b>Mayor's Revenue Amounts:</b>				
General Fund Dept. Revenue			\$0	n/a
General Fund Unallocated			0	n/a
Other Departmental Revenue	12,323,340	11,167,253	(1,156,087)	-9.4
Subtotal, Mayor's Budget	<u>\$12,323,340</u>	<u>\$11,167,253</u>	<u>(\$1,156,087)</u>	<u>-9.4 %</u>
<b>Adjustments:</b>				
Supplemental Appropriations			\$0	n/a %
Recoveries		890,000	890,000	n/a
Other Revenues			0	n/a
<b>Total Revenues</b>	<b>\$12,323,340</b>	<b>\$12,057,253</b>	<b>(\$266,087)</b>	<b>-2.2 %</b>
<b>Expenditure Amounts:</b>				
Mayor's Budgeted Expenditures	12,323,340	11,167,253	(\$1,156,087)	-9.4 %
Supplemental Appropriations			0	n/a
Recoveries		890,000	890,000	n/a
Other Expenditures			0	n/a
<b>Total Expenditures</b>	<b>\$12,323,340</b>	<b>\$12,057,253</b>	<b>(\$266,087)</b>	<b>-2.2 %</b>
<b>Mayor's Listed Positions:</b>				
Permanent	28.0	17.0	-11.0	-39.3 %
Temporary			0.0	n/a
Work Order			0.0	n/a
Subtotal, Mayor's Budget	<u>28.0</u>	<u>17.0</u>	<u>-11.0</u>	<u>-39.3 %</u>
<b>Adjustments (FTE):</b>				
Overtime/Temporary		0.52	0.52	n/a %
Supplemental Appropriations			0.00	n/a
Salary Savings	(1.61)	(1.21)	0.40	(24.84)
Other Adjustments			0.00	n/a
<b>Total FTE</b>	<b>26.39</b>	<b>16.31</b>	<b>(10.08)</b>	<b>(38.20) %</b>

**RECOMMENDATIONS OF THE BUDGET ANALYST FOR**  
**AMENDMENT OF BUDGET ITEMS**  
**1993-94**

Department/Division: **26 Commission on Aging**

**Financial Data:**

The Commission on Aging's proposed of \$11,167,253 budget for 1993-94 including \$890,000 transferred from the Police Department to administer the Senior Escort Program is \$1,156,087 or 9.4 percent less than the original 1992-93 budget of \$12,323,340. The net decrease from the revised 1992-93 budget of \$12,835,890 to the 1993-94 Standardized budget of \$11,167,253 is \$1,668,637 or 13 percent and excluding the added Senior Escort Program the net decrease from the revised 1992-93 budget to the 1993-94 Standardized budget of \$12,057,253 is \$778,637 or 6.1 percent.

**Summary of Budgeted Activities:**

<u>Activity</u>	<u>Fiscal Year 1992-93</u>		<u>Fiscal Year 1993-94</u>	
	<u>Original</u>	<u>Revised</u>	<u>Unstandardized</u>	<u>Standardized</u>
<u>Senior Citizens Programs Fund</u>				
Aging Program Administration	\$12,322,471	\$12,831,780	\$11,166,384	\$11,166,384
Worker's Compensation-Aging	869	4,110	869	869
Senior Escort Program	<u>0</u>	<u>0</u>	<u>890,000</u>	<u>890,000</u>
Total Program	\$12,232,340	\$12,835,890	\$12,057,253	\$12,057,253
Less: Police Department Work				
Order Recovery	<u>0</u>	<u>0</u>	<u>890,000</u>	<u>890,000</u>
Total Department	\$12,232,340	\$12,835,890	\$11,167,253	\$11,167,253

**Comments:**

1. The Commission on Aging's proposed FY 1993-94 budget includes a 7.13 percent salary savings rate.

2. The Mayor's recommended 1993-94 budget includes \$10,950,000 in service contracts with 38 non-profit service providers (see attached list identifying contract amounts for 1992-93 and proposed COA amounts for 1993-94). COA contracts with agencies to provide the following services: case management, housing, in-home services, health, community senior center support, legal assistance, in-home services for frail seniors, congregate nutrition, home delivered meals, transportation, prevention of abuse, and ombudsman services. Personal services are contracted through an RFP process on a 3 year cycle. However, as identified by COA, the total amount of proposed contracts for 1993-94 equals \$11,781,388

**RECOMMENDATIONS OF THE BUDGET ANALYST FOR**  
**AMENDMENT OF BUDGET ITEMS**  
**1992-93**

Department/Division: 26 Commission on Aging

which exceed the budgeted amount of \$10,950,000 by \$831,388. Under these circumstances, the COA will be required to make modifications to individual proposed contracts to meet the Mayor's recommended budgeted amount for professional services.

3. The Commission on Aging reports that as a result of the Mayor's proposed 1993-94 budget reductions the Department will reduce or eliminate funding to some of the agencies currently under contract and therefore the agencies will be required to modify their services accordingly.

4. In addition to funding on-going service providers, the proposed \$10,950,000 for professional service contracts will fund the Senior Escort Program at \$800,000 and the Information and Assistance (previously called Information and Referral) Program at \$200,000. These contracts are expected to start in August 1993. During 1992-93 the Senior Escort Program was budgeted under the Police Department at a cost of \$1,568,990 and the Information and Assistance Program was budgeted under COA at a cost \$478,011.

5. The Mayor's recommended 1993-94 budget originally included the termination of the Senior Escort Program on July 1, 1993 as a direct Police Department activity resulting in the deletion of 45 civilian positions in the Police Department's budget including:

<u>Position Description</u>	<u>Deletions</u>
Class 8482 Crime Prevention Worker	(40)
Class 8482 Supervising Crime Prevention Worker	(3)
Class 8486 Assistant Director, Crime Prevention Program	(1)
Class 8488 Director, Crime Prevention Program.	(1)
Total Police Department Senior Escort Program	(45)

6. However, as a result of the Budget Committee's recommendation, the Senior Escort Program is to be extended one month in the Police Department. The 45 Police Department positions are not to be terminated until August 1, 1993.

7. The reorganization of the Information and Assistance Program from a COA staff activity to a professional service contract results in the deletion of nine COA positions including:

Class 1426 Senior Clerk Typist	(0.5)
Class 2583 Health Program Coordinator III	(1.0)
Class 2587 Health Worker III	(6.0)
Class 2588 Health Worker IV	(1.0)
Total COA Information and Assistance Program	(8.5)



**RECOMMENDATIONS OF THE BUDGET ANALYST FOR**  
**AMENDMENT OF BUDGET ITEMS**  
**1992-93**

Department/Division: 26 Commission on Aging

8. In addition, three positions in COA administration have been deleted and one position has been added to assist in the management of the Senior Escort Program contractual services for a net loss of two additional positions as follows:

Class 1426 Senior Clerk Typist	(1)
Class 1823 Senior Administrative Analyst	(1)
Class Deputy Director	(1)
Class 9722 Specialist in Aging II	<u>1</u>
Total COA Administration	(2)

9. Based on staff reduction to the Information and Assistance Program and COA administration, a total of 11 positions have been deleted in the proposed 1993-94 budget.

10. Mr. David Ishida, COA Director, advises that two Class 9722 Specialist in Aging II will be assigned to the administration of the Senior Escort Program contract. The second Class 9722 position is currently budgeted but vacant. The two positions are funded from \$90,000 in a Police Department revenue transfer which is in addition to the \$800,000 set aside for a professional service contract. The total amount of the transfer from the Police Department is \$890,000.

11. The proposed 1993-94 budget includes temporary salaries in the amount of \$25,574. Although COA will no longer directly provide a Senior Information and Assistance Program, the temporary salaries are included so that these services can be provided during an interim period of one month while the COA completes the RFP process to award a professional services contract for such services.

12. The estimated cost of the proposed professional services contract for Senior Information and Assistance Services is \$200,000 for 1993-94. Because of this proposed contract, permanent salaries have been reduced by \$306,893. The COA states that it has sought Proposition J Certification from the Controller for the proposed contract based on an estimated cost savings of \$216,673.

13. Although there are interim provisions to continue the Senior Information and Assistance Program, for one month as direct COA services, the Mayor's 1993-94 COA budget does not provide for interim Senior Escort Program services while a contractor for such services is to be selected. However, according to Captain James Molinari of the Police Department's Planning Division, discussions are underway with the Mayor's Office to find additional funding to extend the the Senior Escort Program for an additional month.



**RECOMMENDATIONS OF THE BUDGET ANALYST FOR**  
**AMENDMENT OF BUDGET ITEMS**  
**1992-93**

Department/Division: **26 Commission on Aging**

14. Mr. Ishida reports that a COA Request for Proposal (RFP) has been issued for direct service contracts to administer the Information and Assistance Program and the Senior Escort Program. The RFP requests proposed applications to be submitted by June 30, 1993 and that it is the intention of COA to award contracts on July 14, 1993. Until information on the contractual services is provided including contract cost details and MBE/WBE status of the contractors, the \$1,000,000 budgeted for these services (\$800,000 for Senior Escort Program and \$200,000 for Information and Assistance Program) should be reserved.

**COA Contractual Services with Non-Profit Service Providers**

<u>Contract</u>	<u>1992-93</u>	<u>1993-94</u>	<u>Change</u>
Asian Law Caucus	\$110,876	\$110,876	0
Bayview Hunters Point	192,248	185,303	\$(6,945)
Bernal Heights	96,188	90,444	(5,744)
CPMC 30th St Ctr	870,386	854,781	(15,605)
CPMC Operation Concern	90,097	85,771	(4,326)
Catholic Charities	232,724	225,683	(7,041)
Centro Latino	219,588	216,593	(2,995)
Church of the Advent	24,917	24,917	0
Episcopal Sanctuary	62,200	59,456	(2,744)
Family Service Agency	146,245	146,245	0
Filipino American Council	118,811	116,742	(2,069)
Golden Gate Sr. Services	193,754	186,390	(7,364)
In-Home Supp Serv Con	35,287	35,287	0
Independent Housing Services	0	31,980	31,980
John King Senior Center	51,359	49,302	(2,057)
Kimochi	454,638	443,377	(11,261)
Korean Center	79,532	87,462	7,930
Laguna Honda	22,477	0	(22,477)
Legal Asst Elderly	324,497	324,497	0
Meals on Wheels	1,502,142	1,486,662	(15,480)
Mission Comm Legal	115,881	113,038	(2,843)
Mission Neighborhood	139,508	134,741	(4,767)
Mt. Zion Institute on Aging	27,843	27,843	0
North of Market	265,879	265,879	0
Nor Cal Presbyterian Homes	188,934	0	(188,934)
PUC	476,161	474,646	(1,515)
Reality House	19,828	19,828	0
Russian American	138,565	136,587	(1,978)
SF Senior Center	165,527	131,360	(34,167)

RECOMMENDATIONS OF THE BUDGET ANALYST FOR  
AMENDMENT OF BUDGET ITEMS  
1992-93

Department/Division: 26 Commission on Aging

<u>Contract</u>	<u>1992-93</u>	<u>1993-94</u>	<u>Change</u>
SF Suicide Prevention/CESP	\$35,764	\$26,824	\$(8,940)
Salvation Army	1,373,860	1,448,863	75,003
Self Help Elderly	1,026,379	1,014,132	(12,247)
United Jewish Comm Ctr	408,783	407,422	(1,361)
United Way Adult Day Health	78,375	78,375	0
Visitacion Valley	86,388	74,940	(11,448)
Western Addition Senior Ctr.	520,653	497,351	(23,302)
YMCA	119,225	114,667	(4,558)
Equipment	110,429	0	(110,429)
Information and Referral	0	200,000	200,000
Senior Escort Service	0	800,000	800,000
USDA Food Contract	<u>1,053,124</u>	<u>1,053,124</u>	<u>0</u>
	\$11,179,072	\$11,781,388	\$602,316

**RECOMMENDATIONS OF THE BUDGET ANALYST FOR**  
**AMENDMENT OF BUDGET ITEMS**  
**1993-94**

Department/Division

**26 Commission on Aging**

Page			Position/ Equipment	Number		Amount		
No.	Object	Account Title	Number	From	To	From	To	Savings
Senior Citizens Program Fund (326090)								
953	001	Permanent Salaries - Misc. * The recommended addition/ reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.				\$769,909	\$770,028	*
963	001	Specialist in Aging II This adjustment corrects the Mayor's Budget as submitted to the Board of Supervisors.	9782	6	6	301,899	310,899	(\$9,000)
965	001	Specialist in Aging II The Budget Analyst recommends approval of a new position Class 9722 Specialist in Aging II to administer the Senior Escort Program contractual services. Since Civil Service Commission cannot take action on this new position until September, we recommend that 5 biweekly pay periods of salary savings be taken.  We recommend reserving the balance of \$29,239 pending final Civil Service Commission approval and approval of the City's final budget.	9722	6	6	310,899	302,018	8,881
953	060	Mandatory Fringe Benefits This adjustment corrects the Mayor's Budget as submitted to the Board of Supervisors.				173,727	175,230	(1,503)
953	060	Mandatory Fringe Benefits Corresponds to reduction in salaries.				175,230	173,277	1,953

**RECOMMENDATIONS OF THE BUDGET ANALYST FOR**  
**AMENDMENT OF BUDGET ITEMS**  
**1993-94**

Department/Division

**26 Commission on Aging**

Page No.	Object	Account Title	Position/ Equipment Number	Number		Amount		Savings
				From	To	From	To	
953	190	Other Non Personal Services This adjustment corrects the Mayor's Budget as submitted to the Board of Supervisors.				\$97,372	\$90,872	\$6,500
953	190	Other Non-Personal Services Reduce to 1992-93 budget level adjusted by a cost of living factor for 1993-94.				90,872	84,463	6,409
		Professional Services * Pending identification of specific contractors for the Information and Assistance Program (\$200,000) and Senior Escort Program (\$800,000) services, including MBE/WBE designations, reserve the amount of \$1,000,000.				10,950,000	10,950,000	*
954	351	City Mail Service This adjustment corrects the Mayor's Budget as submitted to the Board of Supervisors.				7,700	5,200	2,500
Total Recommended Reductions								\$17,243
Total Recommended Reserves								\$1,029,239
Total Mayor's Clerical Errors								(\$1,503)

**BUDGET REVIEW FORM  
REVENUE/EXPENDITURE SUMMARY**

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Department/Division: 34 Human Rights

Budget Detail:  
Budget Summary:

	FY 1992-93 Budget	Mayor's FY 1993-94 Budget	Change	Percent Change
<b>Mayor's Revenue Amounts:</b>				
General Fund Dept. Revenue			\$0	n/a
General Fund Unallocated	1,664,172	1,032,074	(632,098)	-38.0
Other Departmental Revenue				n/a
Subtotal, Mayor's Budget	<u>\$1,664,172</u>	<u>\$1,032,074</u>	<u>(\$632,098)</u>	<u>-38.0 %</u>
<b>Adjustments:</b>				
Supplemental Appropriations			\$0	n/a %
Recoveries			0	n/a
Other Revenues		80,710	80,710	n/a
<b>Total Revenues</b>	<u>\$1,664,172</u>	<u>\$1,112,784</u>	<u>(\$551,388)</u>	<u>-33.1 %</u>
<b>Expenditure Amounts:</b>				
Mayor's Budgeted Expenditures	\$1,664,172	\$1,032,074	(\$632,098)	-38.0 %
Supplemental Appropriations			0	n/a
Recoveries			0	n/a
Other Expenditures		80,710	80,710	n/a
<b>Total Expenditures</b>	<u>\$1,664,172</u>	<u>\$1,112,784</u>	<u>(\$551,388)</u>	<u>-33.1 %</u>
<b>Mayor's Listed Positions:</b>				
Permanent*	39.0	29.0	-10.0	-25.6 %
Temporary			0.0	n/a
Work Order	12.0	12.0	0.0	0.0
Subtotal, Mayor's Budget	<u>51.0</u>	<u>41.0</u>	<u>-10.0</u>	<u>-19.6 %</u>
<b>Adjustments (FTE):</b>				
Overtime/Temporary			0.00	n/a %
Supplemental Appropriations			0.00	n/a
Salary Savings	(2.30)	(2.38)	(0.08)	3.48
Other Adjustments			0.00	n/a
<b>Total FTE</b>	<u>48.70</u>	<u>38.62</u>	<u>(10.08)</u>	<u>(20.70) %</u>

\*These position totals include 15 Commissioners

**RECOMMENDATIONS OF THE BUDGET ANALYST FOR**  
**AMENDMENT OF BUDGET ITEMS**  
**1993-94**

Department/Division: **34 Human Rights Commission**

**Financial Data:**

The Human Rights Commission's (HRC) proposed \$1,032,074 budget for 1993-94 is \$632,098 or 38 percent less than the original 1992-93 budget of \$1,664,172. The net decrease from the revised 1992-93 budget to the Standardized budget is \$566,626 or 35 percent.

**Summary of Budgeted Activities:**

<u>Activity</u>	<u>Fiscal Year 1991-92</u>		<u>Fiscal Year 1992-93</u>	
	<u>Original</u>	<u>Revised</u>	<u>Unstandardized</u>	<u>Standardized</u>
Human Rights Commission	\$1,664,172	\$1,598,700	\$1,032,074	\$1,032,074

**Department Revenues**

The proposed 1993-94 budget includes \$80,710 in Grant Fund revenues and expenditures. The Department advises that although the \$80,710 is not new revenue, the Mayor did not require that these recurring grant funds be included in the City's budget until this year.

**Department Expenditures**

1. The Mayor's proposed budget would eliminate 10 permanent authorized positions for a savings of \$423,032 as follows:

<u>Position</u>	<u>Number</u>	<u>Amount</u>
2996 Representative	1	\$101,443
1424 Clerk Typist	3	79,234
1446 Secretary II	1	36,566
1818 Management Information Systems Specialist II	1	40,915
1844 Senior Management Assistant	1	51,547
2992 Contract Compliance Officer II	3	113,327
Total	10	\$423,032

2. Funds were also reduced for a Class 2978 Contract Compliance Officer II position and for a 2991 Coordinator position which resulted in reduced salaries of \$80,238. The 2978 position was TXed to a lower classification level and the 2991 position was defunded as it is a vacant position.

**RECOMMENDATIONS OF THE BUDGET ANALYST FOR**  
**AMENDMENT OF BUDGET ITEMS**  
**1993-94**

Department/Division: **34 Human Rights Commission**

**Comments:**

1. The Human Rights Commission reports that the proposed budget reductions would significantly impact the Department's operating activities and services, since approximately 10 layoffs would occur. Department staffing would be reduced from a total of 51 to 41 permanent authorized positions. The Department states that these staff reductions will impair the Department's ability to provide the required Human Rights activities by approximately 25 percent.

2. The Human Rights Commission proposes to substitute two Work Order Class 2996 Representative, Human Rights Commission positions for two Work Order Class 2992 Contract Compliance Officer I positions which would result in a total annual salary increase of \$9,606 as follows:

<u>Position</u>	<u>Number</u>	<u>Amount</u>
2992 Contract Compliance Officer I	2	\$114,214
2996 Representative	-2	-104,608
Total	0	\$9,606

The Department advises that it is in the process of obtaining Civil Service Commission staff approval for these proposed upward substitutions. The Contract Compliance Officer I position is involved in the negotiation and arbitration process regarding contracts, and assists MBE/WBE contractors in meeting contract bidding requirements. The total Work Order position count of 12 positions would remain the same.

3. For the first time, as noted above, the Mayor's budget instructions for 1993-94 required departments to include recurring grants in the City's budget. The \$80,710 in Grant Fund revenues and related expenditures includes three grant funded positions with annual salaries totalling \$57,560. These salaries, mandatory fringe benefits and other related costs are fully funded from the grant revenues.



**RECOMMENDATIONS OF THE BUDGET ANALYST FOR**  
**AMENDMENT OF BUDGET ITEMS**  
**1993-94**

Department/Division

**34 Human Rights Commission**

Page			Position/ Equipment	<u>Number</u>		<u>Amount</u>		
<u>No.</u>	<u>Object</u>	<u>Account Title</u>	<u>Number</u>	<u>From</u>	<u>To</u>	<u>From</u>	<u>To</u>	<u>Savings</u>
<u>General Fund (340018)</u>								
970	190	Other Non-Personal Services Reduce to actual 1992-93 expenditure level.				\$165,506	\$154,292	\$11,214
<u>Workorder (339101)</u>								
973	100	Professional Services The Department has not provided adequate justification as to the need for the full \$13,195 budgeted for this account.				13,195	4,000	9,195
974	340	Controller - Data Processing Reduce to actual 1992-93 expenditure level adjusted by a cost of living factor for 1993-94.				3,300	2,941	359
974	350	Reproduction Reduce to 1992-93 budget level .				1,156	359	797
973	001	Permanent Salaries * The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.				625,252	620,069	*
978	001	Clerk Amount budgeted exceeds top salary step for this position.	1424	2	2	63,788	60,450	3,338



**RECOMMENDATIONS OF THE BUDGET ANALYST FOR**  
**AMENDMENT OF BUDGET ITEMS**  
**1993-94**

Department/Division

**34 Human Rights Commission**

Page No.	Object	Account Title	Position/ Equipment	Number		Amount		Savings
			Number	From	To	From	To	
978	001	Contract Compliance Officer	2992	8	8	\$456,856	\$434,976	\$21,880
978	001	Representative, HRC	2996	2	2	104,608	124,643	(20,035)
		Civil Service Commission staff recommends approval of the upward reclassification of two 2996 Representatives, HRC to the 2992 Contract Compliance Officer classification and the Civil Service Commission plans to vote on the recommendation in September. We recommend approval and have included 5 biweekly payperiods of salary savings.						
		*We recommend reserving the balance of \$7,786 pending final Civil Service Commission approval						
973	060	Mandatory Fringe Benefits				137,383	136,415	968
		Corresponds to reduction in salaries.						
		Total Recommended Reductions						\$27,716
		Total Recommended Reserves						\$7,786



**BUDGET REVIEW FORM  
REVENUE/EXPENDITURE SUMMARY**

Department/Division: 48 Commission on Status of Women			Budget Detail: Budget Summary:	Page 1035
	FY 1992-93 Budget	Mayor's FY 1993-94 Budget	Change	Percent Change
<b>Mayor's Revenue Amounts:</b>				
General Fund Dept. Revenue			\$0	n/a
General Fund Unallocated	956,114	1,199,987	243,873	25.5
Other Departmental Revenue	150,000	150,000	0	0.0
Subtotal, Mayor's Budget	\$1,106,114	\$1,349,987	\$243,873	22.0 %
<b>Adjustments:</b>				
Supplemental Appropriations			\$0	n/a %
Recoveries			0	n/a
Other Revenues			0	n/a
<b>Total Revenues</b>	<b>\$1,106,114</b>	<b>\$1,349,987</b>	<b>\$243,873</b>	<b>22.0 %</b>
<b>Expenditure Amounts:</b>				
Mayor's Budgeted Expenditures	\$1,106,114	\$1,349,987	\$243,873	22.0 %
Supplemental Appropriations			0	n/a
Recoveries			0	n/a
Other Expenditures			0	n/a
<b>Total Expenditures</b>	<b>\$1,106,114</b>	<b>\$1,349,987</b>	<b>\$243,873</b>	<b>22.0 %</b>
<b>Mayor's Listed Positions:</b>				
Permanent	4.0	4.0	0.0	0.0 %
Temporary			0.0	n/a
Work Order			0.0	n/a
Subtotal, Mayor's Budget	4.0	4.0	0.0	0.0 %
<b>Adjustments (FTE):</b>				
Overtime/Temporary			0.00	n/a %
Supplemental Appropriations			0.00	n/a
Salary Savings	(0.03)	(0.16)	(0.13)	433.33
Other Adjustments			0.00	n/a
<b>Total FTE</b>	<b>3.97</b>	<b>3.84</b>	<b>(0.13)</b>	<b>(3.27) %</b>

**RECOMMENDATIONS OF THE BUDGET ANALYST FOR**  
**AMENDMENT OF BUDGET ITEMS**  
**1993-94**

Department/Division: 48 Commission on the Status of Women

**Financial Data:**

The Commission on the Status of Women's (COSW) proposed \$1,349,987 budget for 1993-94 is \$243,873 or 22 percent more than the original 1992-93 budget of \$1,106,114. The net increase from the revised 1992-93 budget to the Standardized budget is \$241,452 or 22 percent.

**Summary of Budgeted Activities:**

<u>Activity</u>	<u>Fiscal Year 1992-93</u>		<u>Fiscal Year 1993-94</u>	
	<u>Original</u>	<u>Revised</u>	<u>Unstandardized</u>	<u>Standardized</u>
<u>General Fund</u>				
Commission on the Status of Women	\$790,117	\$792,538	\$1,033,990	\$1,033,990
Children's Baseline	<u>165,997</u>	<u>165,997</u>	<u>165,997</u>	<u>165,997</u>
Total General Fund	\$956,114	\$958,535	\$1,199,987	\$1,199,987
<u>Domestic Violence Program Fund</u>				
Family Support Program	<u>\$150,000</u>	<u>\$150,000</u>	<u>\$150,000</u>	<u>\$150,000</u>
TOTAL	\$1,106,114	\$1,108,535	\$1,349,987	\$1,349,987

**Department Revenues**

The Commission on the Status of Women proposes no revenue or fee changes affecting their budget for Fiscal Year 1993-94.

**Department Expenditures**

Because the Department has only four permanent positions, no significant reductions in the Department's budget have been made.

**RECOMMENDATIONS OF THE BUDGET ANALYST FOR**  
**AMENDMENT OF BUDGET ITEMS**  
**1993-94**

Department/Division: **48 Commission on the Status of Women**

**Explanation for Budget Increase**

The Mayor's proposed budget increase of \$243,873 for Fiscal Year 1993-94 is due to primarily to a shift in funding for the Family Violence Prevention Project, a domestic violence program. During 1992-93, \$196,582 in funding for the Family Violence Prevention Project was transferred from the District Attorney's Office to the Sheriff's Department. In 1993-94, the Mayor has proposed to move the \$196,582 in funding for this program from the Sheriff's Department to the Commission on the Status of Women.

**Comments:**

1. The Mayor's proposed budget includes \$1,048,297 for domestic violence programs in 1993-94, or \$237,682 more than the \$810,715 budgeted for domestic violence programs in 1992-93. Of the \$1,048,297 total amount for 1993-94 domestic violence programs, \$898,297 would be appropriated through the General Fund (including \$300,000 in SB855 funds) and \$150,000 (from marriage license fees) would be appropriated through the Domestic Violence Program Fund. These funds would be allocated to the domestic violence nonprofit contract agencies shown below. A list of these agencies and a comparison of their total budgeted amounts for 1992-93 with 1993-94 are as follows:

<u>Agency</u>	<u>1992-93</u>	<u>1993-94</u>	<u>Increase</u>
Asian Women's Shelter	\$79,091	\$85,773	\$6,682
La Casa de las Madres	204,290	205,263	973
St. Vincent de Paul Rosalie House	105,771	115,521	9,750
St. Vincent de Paul Brennan House	34,500	34,500	0
WOMAN, Inc.	108,698	130,820	22,122
Family Violence Prevention Fund	74,804	277,894	203,090
SF Neighborhood Legal Assistance	31,757	39,179	7,422
Cooperative Restraining Order Clinic	2,365	43,365	41,000
Donaldina Cameron House	62,047	65,161	3,114
Community United Against Violence	13,925	0	(13,925)
San Francisco Bar Association			
Volunteer Legal Services	31,467	38,921	7,454
COSW Administration	12,000	12,000	0
Supplemental Appropriation of April,			
1993 (SB855 funds)	<u>50,000</u>	<u>0</u>	<u>(50,000)</u>
Total	\$810,715	\$1,048,397	\$237,682

The Department advises that \$196,582 of the \$237,682 increase is attributed to the Mayor's proposal to move funding for the Family Violence Prevention Project from the Sheriff's Department to the Commission on the Status of Women.

**RECOMMENDATIONS OF THE BUDGET ANALYST FOR**  
**AMENDMENT OF BUDGET ITEMS**  
**1993-94**

Department/Division

**48 - Commission on the Status of Women**

Page No.	Object	Account Title	Position/ Equipment Number	Number From	To	Amount From	To	Savings
<u>General Fund</u>								
1036	190	Other Non-Personal Svcs. Reduce to actual 1992-93 expenditure level adjusted by a cost of living factor for 1993-94.				\$72,204	\$68,143	\$4,061
1037	350	Reproduction Reduce to actual 1992-93 expenditure level adjusted by a cost of living factor for 1993-94.				6,534	4,933	1,601
Total Recommended Reductions								<u>\$5,662</u>

**BUDGET REVIEW FORM  
REVENUE/EXPENDITURE SUMMARY**

Department/Division: 45 Social Services			Budget Detail: Budget Summary:	Page 980
	FY 1992-93 Budget	Mayor's FY 1993-94 Budget	Change	Percent Change
<b>Mayor's Revenue Amounts:</b>				
General Fund Dept. Revenue	179,158,574	190,266,695	11,108,121	6.2
General Fund Unallocated	107,978,196	91,648,872	(16,329,324)	-15.1
Other Departmental Revenue			0	n/a
Realignment Revenues	24,331,000	23,952,770	(378,230)	-1.6
Subtotal, Mayor's Budget	<u>\$311,467,770</u>	<u>\$305,868,337</u>	<u>(\$5,599,433)</u>	-1.8 %
<b>Adjustments:</b>				
Supplemental Appropriations			\$0	n/a %
Recoveries			0	n/a
Other Revenues		752,657	752,657	n/a
<b>Total Revenues</b>	<b>\$311,467,770</b>	<b>\$306,620,994</b>	<b>(\$4,846,776)</b>	<b>-1.6 %</b>
<b>Expenditure Amounts:</b>				
Mayor's Budgeted Expenditures	\$311,467,770	\$305,868,337	(\$5,599,433)	-1.8 %
Supplemental Appropriations			0	n/a
Recoveries			0	n/a
Other Expenditures		752,657	752,657	n/a
<b>Total Expenditures</b>	<b>\$311,467,770</b>	<b>\$306,620,994</b>	<b>(\$4,846,776)</b>	<b>-1.6 %</b>
<b>Mayor's Listed Positions:</b>				
Permanent	1,441.0	1,346.0	-95.0	-6.6 %
Temporary			0.0	n/a
Work Order			0.0	n/a
Subtotal, Mayor's Budget	<u>1,441.0</u>	<u>1,346.0</u>	<u>-95.0</u>	-6.6 %
<b>Adjustments (FTE):</b>				
Overtime/Temporary	11.53	5.01	(6.52)	(56.55) %
Supplemental Appropriations			0.00	n/a
Salary Savings	(77.88)	(85.45)	(7.57)	9.72
Other Adjustments	<u>(11.40)</u>		<u>11.40</u>	(100.00)
<b>Total FTE</b>	<b>1363.25</b>	<b>1265.56</b>	<b>(97.69)</b>	<b>(7.17) %</b>



**RECOMMENDATIONS OF THE BUDGET ANALYST FOR**  
**AMENDMENT OF BUDGET ITEMS**  
**1993-94**

Department/Division: 45 Department of Social Services

**Financial Data:**

The Social Services Department's proposed \$305,868,337 budget for 1993-94 is \$5,599,433 or 1.8 percent less than the original 1992-93 budget of \$311,467,770. The net decrease from the revised 1992-93 budget to the Standardized budget is \$3,747,064 or 1.2 percent.

**Summary of Budgeted Activities:**

<u>Activity</u>	<u>Fiscal Year 1992-93</u>		<u>Fiscal Year 1993-94</u>	
	<u>Original</u>	<u>Revised</u>	<u>Unstandardized</u>	<u>Standardized</u>
Central Management	\$27,889,741	\$28,050,351	\$23,206,564	\$23,206,564
AFDC	104,161,907	101,093,935	98,214,891	98,214,891
General Assistance	62,485,175	62,596,389	54,668,504	54,668,504
Food Stamps	6,788,214	6,872,953	6,601,261	6,601,261
Medi-Cal	9,132,854	9,249,068	8,229,952	8,229,952
Foster Care	46,906,284	46,906,284	50,557,396	50,557,396
Family & Children's Services	13,788,614	14,003,847	13,999,973	13,999,973
Family & Child In Home Svcs.	5,359,748	5,359,748	5,942,970	5,942,970
Adult Services	4,556,159	4,609,424	4,705,961	4,705,961
Adult In Home Svcs.	11,765,962	11,765,962	15,670,282	15,670,282
Refugee Resettlement	1,600,000	1,600,000	1,600,000	1,600,000
Support Services				
— GAIN	4,393,388	4,420,020	4,641,007	4,641,007
— Homeless Assistance	6,592,282	7,008,740	0	0
Homeless Emergency Services	400,449	404,686	8,188,738	8,188,738
Staff Dev. & Training	1,009,329	1,020,224	5,017,141	5,017,141
Children's Baseline Budget	<u>4,637,664</u>	<u>4,653,770</u>	<u>4,623,697</u>	<u>4,623,697</u>
Total	\$311,467,770	\$309,615,401	\$305,868,337	\$305,868,337



**RECOMMENDATIONS OF THE BUDGET ANALYST FOR**  
**AMENDMENT OF BUDGET ITEMS**  
**1992-93**

Department/Division: **45 Social Services**

**Comments:**

1. A net total of 95 permanent authorized positions would be lost from 1992-93 staffing levels. The net effect of departmental staffing changes on individual program areas are described in the comments which follow. As a result of the net reduction of 95 positions from the 1992-93 level, the department reports that an estimated 22 layoffs will occur.

2. The net loss of 95 positions represents a 6.6 percent decrease in the number of positions, from 1,441 in 1992-93 to 1,346 in 1993-94. The total budgeted cost of permanent salaries, before salary savings, will decrease by \$2,492,785 or 4.3 percent from \$57,869,590 in 1992-93 to \$55,376,805 in 1993-94.

2. The proposed budget includes salary savings for the department in the amount of \$3,515,548, or approximately 6.3 percent of total budgeted salaries of \$55,376,805.

3. The net expenditure reduction of \$5,599,433 results from the combined effect of \$10,729,891 in revenue increases and a \$16,329,324 reduction in expenditures from 1992-93 levels.

The \$16,329,324 in expenditure reductions include a decrease of \$2,494,785 in budgeted salaries (as stated above); a \$4,990,994 reduction in aid payments in Aid to Families with Dependent Children (see Comment 5); and a \$6.5 million reduction in aid payments in the General Assistance program (see Comment 6).

4. The Mayor's Office has submitted clerical errors to reduce budgeted departmental revenues by \$784,386 below the level which appears in the proposed budget.

The Mayor has also submitted clerical errors to reduce the department's budgeted expenditures in an amount of \$249,335, reflecting the deletion of 4 additional positions. Thus, the total number of positions lost in 1993-94 will be 99, rather than 95, as shown in the original proposed budget.

4. Administration and Program Support

(a) The Mayor's Homeless Coordinator was added to the DSS Administration budget at an annual salary of \$82,711.

(b) In 1993-94, a number of functions will be shifted from the Administration Division to the Program Support Division. The Program Support Division includes Investigations, Contracts, Appeals and Fair Hearings, Quality Control, the Fraud Early Detection Program (FRED), Overpayments, Collections, and Staff Development.

**RECOMMENDATIONS OF THE BUDGET ANALYST FOR**  
**AMENDMENT OF BUDGET ITEMS**  
**1992-93**

Department/Division: 45 Social Services

As a result of transfers and substitutions throughout the department, the Administration Division would lose a net total of 119 positions, while the Program Support Division would experience a net gain of 78 positions, for a combined net loss of 41 positions within these two divisions at a savings of \$1,406,748.

(c) The Administration Division budget includes an increase of \$666,243 for expanded welfare fraud investigations performed by the District Attorney. However, the State Department of Social Services, which reimburses 92.5 percent of San Francisco's authorized expenditures for this program, has authorized an increase of only \$187,008 for 1993-94.

**5. AFDC**

(a) The AFDC program determines eligibility for and issues AFDC assistance, food stamps, and Medi-Cal benefits to single parent families, and to 2-parent families in which both parents are unemployed. DSS estimates that monthly caseloads will increase by 2.5 percent from 16,471 per month in 1992-93 to 16,887 in 1993-94.

(b) Funds for direct aid payments to AFDC recipients are budgeted at \$89,696,006, a decrease of \$4,990,994 or 5.3 percent from the original 1992-93 budget of \$94,687,000, and a decrease of \$1,795,308 or approximately 2.0 percent from the revised 1992-93 budget of \$91,491,314.

(c) The AFDC program would experience a net loss of 16 positions, based on the following staff changes from the original 1992-93 budget:

<u>Class</u>	<u>Title</u>	<u>Number</u>	<u>Amount</u>
2914	Social Work Supervisor	(1)	(\$51,284)
2912	Senior Social Worker	(3)	(123,608)
2907	Eligibility Worker Supervisor	(2)*	(58,347)
2905	Sr. Eligibility Worker	(7)	(169,947)
1424	Clerk Typist	(4)	(121,387)
1408	Principal Clerk	<u>1</u>	<u>39,881</u>
	Total AFDC	(16)*	(\$484,692)

\* The Mayor's Office has submitted clerical errors which would further reduce staffing for AFDC by eliminating 2 additional 2907 Eligibility Worker Supervisors at a savings of \$94,916.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR  
AMENDMENT OF BUDGET ITEMS  
1992-93

Department/Division: 45 Social Services

6. General Assistance

(a) The General Assistance program provides assistance to individuals who do not qualify for other types of State or Federal aid. It is funded entirely from the General Fund. The maximum amount of the monthly G.A. grant for individuals is currently \$345, and will not increase in 1993-94, according to DSS.

(b) Funds for direct aid payments to GA recipients are budgeted at \$46.7 million, a decrease of \$6.5 million or 12.2 percent from the 1992-93 budget of \$53.2 million.

DSS reports that the 1992-93 allocation of \$53.2 million will not be fully expended due to a decline in the growth of GA caseloads in the first half of 1992-93. DSS reports that the unexpended 1992-93 allocation for General Assistance payments will be approximately \$1.3 million.

(c) DSS originally estimated that average monthly caseloads will increase by 7.1 percent from 14,863 per month in 1992-93 to 15,919 in 1993-94. DSS also projected that, in the absence of new initiatives to decrease the cost of General Assistance, funds for aid payments would be required in 1993-94 in the amount of \$54,948,482. However, the Budget Analyst believes that, based on actual cost trends for 1992-93, General Assistance payments will be required in 1993-94 in an amount at least equal to \$55.8 million, or \$851,518 more than the estimate originally provided by DSS. DSS has subsequently agreed that the Budget Analyst's \$55.8 million estimate is within reason.

The Mayor's proposed budget includes funds for GA payments in the amount of \$46.7 million, which is \$8,248,482 less than the DSS \$54,948,482 estimated cost of GA payments in 1993-94, and \$9.1 million less than the Budget Analyst's estimated cost of \$55.8 million.

(d) In 1993-94, DSS proposes several new initiatives to reduce the cost of General Assistance aid payments. These will include the following:

(1) Implementation of a fingerprint identification system to reduce the incidence of "double dipping." DSS indicates that this initiative could reduce General Assistance payments by 7 percent below existing levels.

(2) Implementation of an enhanced job search verification program to assure that GA recipients comply with program requirements concerning job searches, at an estimated annual savings of \$1.7 to \$2.0 million. DSS will dedicate two eligibility workers to job search verification in 1993-94. The Budget Analyst believes that estimated savings from this initiative would not exceed \$1.6 million.

(3) "Various program changes," expected to save an additional \$2 million annually. DSS has defined these program changes to include improved collection of overpayments, increased sanctions for fraud cases following investigation by the District Attorney's office, increased referrals to the District Attorney for possible violations, an enhanced employment and training program for GA recipients, implementation of monthly reporting requirements, and a joint SSI advocacy program with the Department of Public Health to evaluate the eligibility of GA recipients for SSI benefits.

**RECOMMENDATIONS OF THE BUDGET ANALYST FOR  
AMENDMENT OF BUDGET ITEMS  
1992-93**

Department/Division: **45 Social Services**

(4) Housing of homeless applicants for General Assistance in Multi-Service centers, rather than hotels, during the 72 hour period in which DSS is required, by Court order, to determine the eligibility of homeless individuals for GA benefits, for an estimated savings of \$108,707. DSS reports that, as a result of housing 7 to 10 GA applicants each night in the Multi-Service centers, a savings of \$108,707 will be realized by not having to pay homeless hotels for an estimated 7 clients per day. It should be noted that this would result in 7 other homeless clients of the Multi-Service centers who would not be served.

The following table summarizes the Mayor's proposed cost saving measures and the Budget Analyst's analysis of budgeted expenditures for the General Assistance program in 1993-94:

	<u>Mayor/DSS</u>	<u>Budget Analyst</u>
Estimated cost of aid payments without initiatives	\$54,948,482	\$55,800,000
Cost saving initiatives:		
Fingerprint identification program*	(2,060,568)	(1,255,500)
Job search verification program*	(1,970,000)	(1,600,000)
Various program changes		
Automated case budgeting	(168,000)	(168,000)
GATES expansion	(275,000)	(103,500)
Extended maximum repayment period**	(168,000)	(168,000)
Extended reapplication period**	(637,000)	(637,000)
Housing of homeless applicants	<u>(108,707)</u>	<u>(108,707)</u>
Estimated cost of aid payments with initiatives	\$49,561,207	\$51,759,293
Budgeted 1993-94 General Assistance payments	<u>(46,700,000)</u>	<u>(46,700,000)</u>
Underbudgeted General Assistance payments	\$2,861,207	\$5,059,293

\* According to DSS, Los Angeles County reports annual savings of 2.5 percent of total annual payments, and Alameda County reports annual savings of 4.5 percent of total annual payments, due to their fingerprint identification programs. The DSS \$2,060,568 estimated savings shown above is based on 4.5 percent of projected annual costs of \$54,948,482, or \$2,472,682, over a 10 month period. The Budget Analyst's \$1,255,500 estimated savings shown above is based on 3.0 percent of projected annual costs of \$55.8 million, or \$1,674,000, over a 9 month period. Implementation of the proposed fingerprint identification system will require approval by the Board of Supervisors.

\*\* These two program changes (extending the current limit on repayments beyond 6 months and extending the current required waiting period for reapplication following program violations above 15 days), for a combined estimated savings of \$805,000, will require approval by the Board of Supervisors.

**RECOMMENDATIONS OF THE BUDGET ANALYST FOR  
AMENDMENT OF BUDGET ITEMS  
1992-93**

Department/Division: **45 Social Services**

(d) The General Assistance program would experience a net loss of 24 positions, based on the following staff changes from 1992-93:

<u>Class</u>	<u>Title</u>	<u>Number</u>	<u>Amount</u>
2914	Social Work Supervisor	(1)	(\$42,496)
2912	Senior Social Worker	(6)	(255,973)
2907	Eligibility Worker Supervisor	(3)	(129,887)
2905	Sr. Eligibility Worker	(12)	(424,089)
1444	Secretary I	(1)	(31,053)
1430	Transcriber Typist	(1)	(32,128)
1426	Sr. Clerk Typist	1	32,128
1408	Principal Clerk	(1)	(39,878)
	Total	(24)	(\$923,376)

(e) The proposed budget includes a salary increase for 1 2969 Assistant Director from \$61,475 to \$71,149, an increase of \$9,674.

**7. Food Stamps**

(a) The Food Stamp program evaluates food stamp eligibility for DSS clients who are not participating in AFDC or GA. Average monthly caseloads are expected to increase by 627 or approximately 3.3 percent from 18,970 in 1992-93 to 19,597 in 1993-94.

Program goals for 1993-94 include continued outreach to families who are not enrolled in AFDC and to elderly and disabled persons who are not SSI or GA clients.

(b) The Food Stamp program will experience a net loss of 8 positions as follows:

<u>Class</u>	<u>Title</u>	<u>Number</u>	<u>Amount</u>
2907	Eligibility Worker Supervisor	(3)	(\$103,742)
2905	Senior Eligibility Worker	(11)	(211,599)
1426	Senior Clerk Typist	6	218,312
	Total Food Stamps	(8)	(\$97,029)

(c) Salary increases are included in the budget for two 2946 Senior Eligibility Worker Supervisors, from \$58,046 per position to \$59,365, at a total cost of \$2,637 (\$1,319 per position); and for one 2969 Assistant Director, from \$61,475 to \$71,149, an increase of \$9,674.



**RECOMMENDATIONS OF THE BUDGET ANALYST FOR**  
**AMENDMENT OF BUDGET ITEMS**  
**1992-93**

Department/Division: **45 Social Services**

**8. Medi-Cal**

(a) The Medi-Cal program determines the eligibility for Medi-Cal of individuals who do not automatically receive Medi-Cal coverage through enrollment in AFDC or SSI. DSS plans to work collaboratively with the Department of Public Health to conduct outreach for enrollment in Medi-Cal.

(b) The Medi-Cal program will experience a net reduction of 18 positions, as follows:

<u>Class</u>	<u>Title</u>	<u>Number</u>	<u>Amount</u>
1408	Principal Clerk	(1)	(\$39,881)
2905	Sr. Eligibility Worker	(14)	(204,252)
2907	Eligibility Worker Supervisor	(4)	(131,544)
2969	Asst. Director, Soc. Svc. Pgms.*	<u>1</u>	<u>71,149</u>
	Total Medi-Cal	(18)	(\$304,528)

\* The Assistant Director would be transferred to the Medi-Cal program from Homeless Emergency Services, and is not a new position within DSS.

The Mayor's Office has submitted clerical errors which would further reduce staffing for Medi-Cal by also eliminating 1 2946 Senior Eligibility Worker Supervisor at a savings of \$59,364.

(c) Medi-Cal administrative costs are fully reimbursable from State and Federal sources.

(d) The proposed budget includes an average increase of \$2,788 in budgeted salaries, based on step increases, for 17 1426 Senior Clerk Typists, for a total increase in salaries of \$47,399 for Medi-Cal workers in this classification.

**9. Family and Children's Services**

(a) The Family and Children's Services division provides child protective services mandated by Federal and State law; licenses adoptive and foster homes; recruits and trains foster families; and administers an Independent Living Skills Program (ILSP) for teens in foster care.

In 1993-94, DSS proposes to complete a corrective action plan to bring DSS into compliance with State regulations regarding child welfare services; to develop a family preservation program targeted for African-American families; and to expand the ILSP through new Proposition J (Children's Services) and Federal funds.

**RECOMMENDATIONS OF THE BUDGET ANALYST FOR**  
**AMENDMENT OF BUDGET ITEMS**  
**1992-93**

Department/Division: **45 Social Services**

(b) Family and Children's Services will experience a net gain of 8 positions in 1993-94, reflecting positions transferred from other DSS programs. None of the added positions at F&CS would be new positions at DSS.

<u>Class</u>	<u>Title</u>	<u>Number</u>	<u>Amount</u>
1426	Senior Clerk Typist	6	\$181,019
1430	Transcriber Typist	6	170,040
1432	Sr. Transcriber Typist	1	36,564
1444	Secretary I	(4)	(124,212)
2904	Social Service Technician (Case aide)	1	29,562
2905	Senior Eligibility Worker	1	37,957
2917	Program Support Analyst*	2	107,354
2940	Child Welfare Worker*	(1)	(50,362)
2942	Sr. Child Welfare Worker	(1)	(55,985)
2944	Child Welfare Supervisor*	(1)	(55,985)
2994	Homemaker	(2)	(58,037)
	Total F&CS	8	\$217,915

\*Classes 2940 and 2944 are reclassified as Class 2917 at a net increase in cost of \$1,007.

(c) Funds for contractual services are unchanged from 1992-93.

**10. Adult Services**

(a) The Adult Services Division administers the Adult Protective Services program to prevent physical, mental, or fiduciary abuse of physically or developmentally disabled adults, including representative payee services. The Division also supervises the provision of In Home Supportive Services for aged and disabled clients.

Program goals in 1993-94 include (1) implementation of a Personal Care Services program using approximately \$6 million in new Federal Title XIX funding; (2) training and supervision of service providers for In Home Support Services, and assisting clients in locating service providers; and (3) with the Department of Public Health and the DSS General Assistance program, development of an improved system to determine the employability of General Assistance recipients and to assist eligible GA recipients to qualify for Medi-Cal.

**RECOMMENDATIONS OF THE BUDGET ANALYST FOR**  
**AMENDMENT OF BUDGET ITEMS**  
**1992-93**

Department/Division: **45 Social Services**

(b) Adult Services will experience a net gain of 1 position, resulting from the reallocation of staff among different DSS programs:

<u>Class</u>	<u>Title</u>	<u>Number</u>	<u>Amount</u>
1424	Clerk Typist	(1)	(\$30,222)
1426	Senior Clerk Typist	1	29,785
2904	Social Service Technician	2	64,204
2905	Sr. Eligibility Worker	1	39,608
2912	Senior Social Worker	1	49,137
2994	Homemaker	(3)	(89,606)
	Total Adult Services	1	\$62,906

(c) Budgeted salaries will be reduced for 1 2969 Assistant Director, from \$74,696 to \$71,149, for a savings of \$3,547; and for 7 2914 Social Work Supervisors, from \$359,543 to \$344,700, for savings of \$14,843.

(d) Funds for contractual services are unchanged from 1992-93.

11. Employment and Training Services

(a) The Employment and Training Division administers the GAIN, GATES, NET, and TCC employment programs. Program goals for 1993-94 include an expansion of the GATES employment and training program for General Assistance recipients.

(b) Employment and Training Services would experience a net increase of 2 positions in 1993-94:

<u>Class</u>	<u>Title</u>	<u>Number</u>	<u>Amount</u>
1842	Management Assistant	(1)	(\$44,972)
2905	Sr. Eligibility Worker	1	39,654
2912	Senior Social Worker	2	79,753
2969	Asst. Dir., Social Svc. Programs	(1)	(64,550)
A982	Vocational Counselor	1	35,990
	Total	2*	\$45,875

\* The Mayor has submitted a clerical error which would add 1 9702 Employment and Training Specialist to the Employment and Training Division at a cost of \$36,642.



**RECOMMENDATIONS OF THE BUDGET ANALYST FOR**  
**AMENDMENT OF BUDGET ITEMS**  
**1992-93**

Department/Division: 45 Social Services

(c) The budget includes funding for contractual services for the following employment programs:

<u>Program</u>	<u>1992-93</u>	<u>1993-94</u>	<u>Increase/ (Decrease)</u>
GAIN			
Children's Council	\$1,153,000	\$1,119,000	(\$34,000)
EDD	87,000	87,000	0
SFUSD/Ella Hill Hutch	157,000	157,000	0
Community College	130,000	130,000	0
S.F. Education Services	20,000	20,000	0
TAPP - Life Skills	8,750	26,250	17,500
Subtotal: GAIN	\$1,555,750	\$1,539,250	(\$16,500)
GATES/FSET			
EDD - Job Club	\$25,000	\$35,000	\$10,000
Glide - Life Skills	80,000	80,000	0
PIC - Employment Services	110,000	160,000	50,000
Psychological assessments	5,000	5,000	0
Subtotal: GATES/FSET	\$220,000	\$280,000	\$60,000
Total: Employment and Training Svcs.	\$1,775,750	\$1,819,250	\$43,500

12. Homeless Services

(a) The Homeless Services division provides a range of services for homeless persons, including emergency housing, support services, and transitions to permanent housing.

In 1993-94, DSS will seek to shift funds where possible from emergency shelters to the provision of support services in transitional and permanent housing. The department will also evaluate the ability of non-profit service providers to qualify for new Federal funds.

(b) Homeless Services would experience a net gain of 1 position in 1993-94:

<u>Class</u>	<u>Title</u>	<u>Number</u>	<u>Amount</u>
1426	Sr. Clerk Typist	1	\$30,604
2917	Program Support Analyst	1	55,985
2969	Asst. Dir., Soc. Svc. Pgms.*	(1)	(71,149)
	Total Homeless Services	1	\$15,440

\* The salary amount for Class 2969 would decrease from \$74,696 to \$71,149 at a savings of \$3,547. This position would then transfer to Medi-Cal.

**RECOMMENDATIONS OF THE BUDGET ANALYST FOR  
AMENDMENT OF BUDGET ITEMS**

**1992-93**

Department/Division: **45 Social Services**

(c) Funds are provided for the following contractual services for homeless individuals and families:

<u>Program</u>	<u>1992-93</u>	<u>1993-94</u>	<u>Increase/ (Decrease)</u>
<u>Family Centers</u>			
Richmond Hills MSC	470,250	465,188	(5,062)
Hamilton Family Center	270,353	270,416	63
Travelers Aid			
Hotel rooms	157,510	212,720	55,210
Case management	0	30,250	30,250
Winter shelter	0	51,000	51,000
Federal matching funds	0	115,000	115,000
Child care	57,524	57,524	0
Salvation Army - Gateway	84,645	84,645	0
Catholic Charities	160,873	160,873	0
Red Cross Eviction Prevention	<u>40,000</u>	<u>100,000</u>	<u>60,000</u>
Subtotal: Family Centers	\$1,241,155	\$1,547,616	\$306,461
<u>Shelters</u>			
Dolores	189,835	189,837	2
Salvation Army	151,868	151,868	0
Episcopal Sanctuary	678,326	678,326	0
Hospitality House	108,477	108,477	0
Women's Shelter	<u>0</u>	<u>54,239</u>	<u>54,239</u>
Subtotal: Shelters	\$1,128,506	\$1,182,747	\$54,241
<u>Multi-Service Centers</u>			
North (Episcopal)	\$1,704,774	\$1,704,774	\$ 0
South (St. Vincent de Paul)	1,556,952	1,556,952	0
Maintenance	<u>71,255</u>	<u>70,000</u>	<u>(1,255)</u>
Subtotal: Multi-Service Centers	\$3,332,981	\$3,331,726	(\$1,255)
<u>Transitional Housing</u>			
Conard House	\$397,100	\$397,100	\$ 0
Catholic Charities	104,500	104,500	0
Innovative Housing Prgm	44,976	44,976	0
Federal Matching Funds	<u>0</u>	<u>20,000</u>	<u>20,000*</u>
Subtotal: Transitional Housing	\$546,576	\$566,576	\$20,000

**RECOMMENDATIONS OF THE BUDGET ANALYST FOR**  
**AMENDMENT OF BUDGET ITEMS**  
**1992-93**

Department/Division: **45 Social Services**

<u>Program</u>	<u>1992-93</u>	<u>1993-94</u>	<u>Increase/ (Decrease)</u>
<u>Permanent Housing</u>			
Hospitality House - Cambridge	\$167,035	\$167,035	0
Community Housing Partnership	276,340	362,837	86,497
Mission Housing Development	55,448	55,448	0
Tenderloin Housing Clinic			
Modified Payment	187,849	276,425	88,576
Housing Referral	114,695	0	(114,695)
Shelter Grievance Advocate	0	28,000	28,000
SSI Representative Payee	17,143	34,365	17,222
Conard SSI Representative Payee	<u>199,857</u>	<u>400,635</u>	<u>200,778</u>
Subtotal: Permanent Housing	\$1,018,367	\$1,324,745	\$306,378
<u>Other Services</u>			
KGO Winter Shelter	\$ 0	\$90,000	\$90,000
Interfaith Winter Shelter	32,998	32,998	0
Homeless Hotels	<u>500,000</u>	<u>500,000</u>	<u>0</u>
Subtotal: Other Services:	\$532,998	\$622,998	\$90,000
<b>Total Homeless Programs:</b>	<b>\$7,800,583</b>	<b>\$8,576,408</b>	<b>\$775,825*</b>
Transfer to Children's Baseline	<u>(803,483)</u>	<u>(803,483)</u>	<u>0</u>
Funded through DSS Homeless Div.	\$6,997,100	\$7,772,925	\$775,825

\* Of the total \$775,825 increase in funding for 1993-94, \$420,489 will be provided for new programs (including \$135,000 in new Federal matching funds), while \$355,336 reflects the annualization of programs which were funded for less than 12 months in 1992-93.

**RECOMMENDATIONS OF THE BUDGET ANALYST FOR**  
**AMENDMENT OF BUDGET ITEMS**  
**1993-94**

Department/Division

**45 Department of Social Services**

Page			Position/ Equipment	Number		Amount		
No.	Object	Account Title	Number	From	To	From	To	Savings
<u>Administration</u>								
993	144	Membership Dues				\$15,286	12,086	\$3,200
		The Budget Analyst recommends against the department's proposed new membership in the Child Welfare League of America.						
994	420	City Attorney				1,686,316	1,435,735	250,581
		Reduce to actual 1992-93 expenditure level adjusted by a cost of living factor for 1993-94. Although DSS agrees that it will have a \$250,000 surplus in the current year, the department requests that the \$1,686,316 budgeted amount not be reduced (1) because of expected increases in 1993-94 expenditures for City Attorney services and (2) in order to offset salary savings in the department. Budgeting for City Attorney services has nothing to do with salary savings, which is a separate issue.						

Total Recommended Reductions

\$253,781

**BUDGET REVIEW FORM  
REVENUE/EXPENDITURE SUMMARY**

**REVISED**

Department: **DEPARTMENT OF PUBLIC HEALTH**

**Composite:** Community Health Services,  
Laguna Honda, San Francisco General  
Hospital, Community Mental Health

Page  
n/a  
Budget Detail:  
Budget Summary: n/a

	FY 1992-93 Budget	Mayor's FY 1993-94 Budget	Change	Percent Change
<b>Mayor's Revenue Amounts:</b>				
General Fund Unallocated	\$154,972,776	\$106,995,269	(\$47,977,507)	-31.0 %
Department Revenue	327,922,270	329,118,278	1,196,008	0.4
Other Revenue	115,588,555	113,874,821	(1,713,734)	0.4
Subtotal, Mayor's Budget	598,483,601	549,988,368 *	(\$48,495,233)	-8.1 %
<b>Adjustments:</b>				
Supplemental Appropriations	\$10,308,171	\$0	(\$10,308,171)	-100.0 %
Recoveries	11,766,646	12,503,275	736,629	6.3
Other Revenues	0	0	0	n/a
<b>Total Revenues</b>	<b>\$620,558,418</b>	<b>\$562,491,643</b>	<b>(\$58,066,775)</b>	<b>-9.4 %</b>
<b>Expenditure Amounts:</b>				
Mayor's Budgeted Expenditures	\$598,483,601	\$549,988,368	(\$48,495,233)	-8.1 %
Supplemental Appropriations	10,308,171	0	(10,308,171)	-100.0
Recoveries	11,766,646	12,503,275	736,629	6.3
Other Expenditures	0	0	0	n/a
<b>Total Expenditures</b>	<b>\$620,558,418</b>	<b>\$562,491,643</b>	<b>(\$58,066,775)</b>	<b>-9.4 %</b>
<b>Mayor's Listed Positions:</b>				
Permanent	5,852.0	5,214.0 *	(638.0)	-10.9 %
Temporary	1.0	1.0	0.0	0.0
Work Order	82.0	77.0	(5.0)	-6.1
Subtotal, Mayor's Budget	5,935.0	5,292.0	(643.0)	-10.8 %
<b>Adjustments (FTE):</b>				
Overtime/Temporary	207.7	228.6	20.9	10.1 %
Supplemental Appropriations	0.0	0.0	0.0	n/a
Salary Savings	(429.9)	(462.3)	(32.4)	7.5
Other Adjustments	0.4	0.0	(0.4)	-100.0
<b>Total FTE</b>	<b>5,713.2</b>	<b>5,058.3</b>	<b>(654.9)</b>	<b>-11.5 %</b>

\* The 1993-94 budget includes approximately \$41.8 million and 332 positions that are grant-funded. These expenditures and positions have not been part of the City budget in prior years and are not included in the numbers shown above.

**RECOMMENDATIONS OF THE BUDGET ANALYST FOR**  
**AMENDMENT OF BUDGET ITEMS**  
**1993-94**

Department/Division: **Department of Public Health - Community Health Services, Laguna Honda Hospital, San Francisco General Hospital, and Community Mental Health**

**REVISED to Include restorations made by the Mayor and revised budget documents provided to the Budget Analyst on June 24, 1993**

**-- OVERVIEW --**

**Financial Data:**

The Department of Public Health's total proposed \$549,988,368 budget for 1993-94 is \$48,495,233 or 8.1 percent less than the original 1992-93 budget of \$598,483,601. The net decrease from the revised 1992-93 budget to the Standardized budget is \$49,165,740 or 8.2 percent.

In 1993-94, the net \$106,995,269 General Fund contribution, exclusive of Departmental revenues, to the Department of Public Health is \$47,977,507 or 31% less than the \$154,972,776 amount in the original 1992-93 budget.

**Summary of Budgeted Activities:**

<u>Department</u>	<u>Fiscal Year 1992-93</u>		<u>Fiscal Year 1993-94</u>	
	<u>Original</u>	<u>Revised</u>	<u>Unstandardized</u>	<u>Standardized</u>
Community Health Services	\$107,637,910	\$109,577,008	\$111,914,195	\$111,914,195
Laguna Honda Operating Fund	101,613,872	102,522,200	81,531,309	81,531,309
San Francisco General Hospital	255,671,637	256,397,431	241,707,927	241,707,927
Community Mental Health, Substance Abuse, Forensic Services	<u>133,560,182</u>	<u>130,657,469</u>	<u>114,834,937</u>	<u>114,834,937</u>
<b>Total Department of Public Health</b>	\$598,483,601	\$599,154,108	\$549,988,368	\$549,988,368

**Comments:**

1. This summary provides an overview of all Department of Public Health Divisions - Community Health Services, Laguna Honda Hospital, San Francisco General Hospital, and Community Mental Health. The succeeding sections of this report present our budget analysis of each Division.

2. The budgetary data on expenditures and personnel included in this report and succeeding pages are based on revised figures furnished to the Budget Analyst on June 24, 1993. Such budget data are significantly different from that which were presented in the Mayor's published 1993-94 budget, issued June 1, 1993, and significant revisions provided to the Budget Analyst on June 17, 1993. Line item explanations for these revised Department of Public Health budgets were provided to the Budget Analyst throughout the week of June 14, 1993, with numerous revisions submitted on subsequent days. In many cases, the line



**RECOMMENDATIONS OF THE BUDGET ANALYST FOR**  
**AMENDMENT OF BUDGET ITEMS**  
**1993-94**

Department/Division: **Department of Public Health -**

**-- OVERVIEW --**

item explanations do not conform to the organization of the revised budget documents or to the information and data provided therein.

3. On June 18, 1993, the Mayor announced General Fund restorations of approximately \$14 million that for the Department of Public Health's budget. The Mayor's priorities for such restorations, based on information provided to the Budget Analyst on June 18, 1993, are described as follows:

<u>Department/Division</u>	<u>Amount</u>	<u>Mayor's Purpose of Restoration</u>
San Francisco General	\$4.5 million	To restore 85,000 outpatient visits, including all HIV visits, and some medicine and psychiatric emergency services.
Mental Health/ Substance Abuse	\$7.0 million	To restore all mental health day treatment services, some mental health and substance abuse residential services, all supportive housing, a continuum of substance abuse services, some Napa and IMD beds, Rape Treatment Center, some homeless support services and the Mobile Assistance Patrol.
Community Public Health	<u>\$2.5 million</u>	Restore community clinics such as Lyon-Martin Medical Services for Women, Haight Ashbury and Mission Neighborhood Health Services to indigents, Health Centers #2, #4 and Potrero Hill and AIDS home care and hospice services and other services in the AIDS Division.
Total Restorations	\$14.0 million	

Actual restorations differed from the information initially provided to the Mayor however. Most significantly, the number of outpatient visits restored at San Francisco General Hospital equaled, in the estimation of DPH, approximately 70,000 encounters instead of 85,000. The Mayor's statement that 85,000 outpatient visits would be provided by the restoration of \$4.5 million in General Fund dollars to SFGH was based on data provided to the Mayor by DPH on June 17, 1993.

4. For the first time, the 1993-94 budget includes positions and expenditures funded by grants of a recurring nature. The Department of Public Health has the vast majority of such grant positions and expenditures - 332 positions and total expenditures of \$41,781,732.

According to an amendment to the Administrative Provisions of the 1993-94 Annual Appropriation Ordinance - Section 11.1:

Recurring grant funds which are detailed in departmental budget submissions and approved by the Mayor and Board of Supervisors in the annual budget shall be deemed to have met the requirements of Administrative Code Section 10.170 for the approval to apply for, receive and expend said funds and shall be construed to be funds received for a specific purpose as set forth in this section.



**RECOMMENDATIONS OF THE BUDGET ANALYST FOR**  
**AMENDMENT OF BUDGET ITEMS**  
**1993-94**

Department/Division: **Department of Public Health -**

**-- OVERVIEW --**

In accordance with Section 11.1, the Controller shall account for Grant funds approved in the budget as special funds or accounts "evidencing the said monies so received and specifying the special purposes for which they have been received and for which they are held".

The Budget Analyst agrees with the inclusion of grant funds in the City's annual budget. However, we have received no explanations of the uses grant funds are applied to in the 1993-94 budget, except for certain contractual services additions in the Community Mental Health budget. Also, since the grant funds are included in the budget for the first time this year, no history of positions funded or contractual service allocations have been included for the prior, 1992-93 fiscal year. At a minimum, the Budget Analyst suggests that the following information should be provided to the Board of Supervisors prior to final approval of the grant funded budget items:

- a) the sources of funds for each grant;
- b) the date of last approval of such grant funds by the Board of Supervisors and the purposes for which the Board approved expenditures;
- c) the positions, expenditures and contractual services funded by way of the most recent Board approval and a summary of the actual expenditures;
- d) results achieved or services delivered through the expenditure of such grant funds;
- e) the duration of the current, 1993-94 grant allocation and the purposes for which grant funds are being provided;
- f) proposed revisions to the previously approved planned expenditures of funds for each grant.

5. The total \$70.3 million reduction in budgeted expenditures from the 1992-93 original budget includes reduced services for many health and hospital programs. We have summarized the service reductions impacts in the following sections of our reports on each Division of the Department of Public Health based on estimates provided by the Department. Descriptions of such service reductions are also provided in detailed statements as required by the Beilensen Act for a required public hearing on Monday, June 28, 1993 before the Board of Supervisors.

The savings resulting from service reductions as provided by the Department of Public Health due not represent the budget reductions from 1992-93 amounts to the proposed 1993-94 budget. Instead, such savings are based on DPH estimates of total expenditures required to continue services provided now through 1993-94. Consequently, the amount of savings resulting from the service reductions do not correspond to the amounts budgeted for such services in 1992-93.

The DPH is in the process of compiling the information described above to the Budget Analyst.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR  
AMENDMENT OF BUDGET ITEMS  
1993-94

Department/Division: Department of Public Health -

-- OVERVIEW --

Recommendation:

We recommend that the Board of Supervisors reserve funds and positions included in the 1993-94 DPH budget for grants (\$41,781,732 and 332 positions) pending submission to the Board of Supervisors of the following information for approval:

- a) the sources of funds for each grant;
- b) the date of last approval of such grant funds by the Board of Supervisors and the purposes for which the Board approved expenditures;
- c) the positions, expenditures and contractual services funded by way of the most recent Board approval and a summary of the actual expenditures;
- d) results achieved or services delivered through the expenditure of such grant funds;
- e) the duration of the current, 1993-94 grant allocation and the purposes for which grant funds are being provided;
- f) proposed revisions to the previously approved planned expenditures of funds for each grant.



# BUDGET REVIEW FORM

## REVENUE/EXPENDITURE SUMMARY

Department: 83 Community Health Services

Budget Detail: 1051  
Budget Summary: n/a

	FY 1992-93 Budget	Mayor's FY 1993-94 Budget	Change	Percent Change
<b>Mayor's Revenue Amounts:</b>				
General Fund Unallocated	\$43,434,535	\$34,648,079	(\$8,786,456)	-20.2 %
Department Revenue	10,083,307	14,663,808	4,580,501	45.4
Other Revenue	54,120,068	62,602,308	8,482,240	45.4
Subtotal, Mayor's Budget	\$107,637,910	\$111,914,195	\$4,276,285	4.0 %
<b>Adjustments:</b>				
Supplemental Appropriations	\$10,308,171		(\$10,308,171)	-100.0 %
Recoveries	7,152,455	7,358,238	205,783	2.9
Other Revenues			0	n/a
<b>Total Revenues</b>	<b>\$125,098,536</b>	<b>\$119,272,433</b>	<b>(\$5,826,103)</b>	<b>-4.7 %</b>
<b>Expenditure Amounts:</b>				
Mayor's Budgeted Expenditures	\$107,637,910	\$111,914,195	\$4,276,285	4.0 %
Supplemental Appropriations	10,308,171		(10,308,171)	-100.0
Recoveries	7,152,455	7,358,238	205,783	2.9
Other Expenditures			0	n/a
<b>Total Expenditures</b>	<b>\$125,098,536</b>	<b>\$119,272,433 *</b>	<b>(\$5,826,103)</b>	<b>-4.7 %</b>
<b>Mayor's Listed Positions:</b>				
Permanent	784.0	712.0	(72.0)	-9.2 %
Temporary			0.0	n/a
Work Order	66.0	66.0	0.0	0.0
Subtotal, Mayor's Budget	850.0	778.0	(72.0)	-8.5 %
<b>Adjustments (FTE):</b>				
Overtime/Temporary	34.2	36.6	2.4	7.0 %
Supplemental Appropriations			0.0	n/a
Salary Savings	(67.9)	(51.4)	16.5	-24.3
Other Adjustments			0.0	n/a
<b>Total FTE</b>	<b>816.3</b>	<b>763.2</b>	<b>(53.1)</b>	<b>-6.5 %</b>

\* Total 1993-94 expenditures do not include recurring grant funds of \$37,531,144 which are included in the CMH budget for the first time this year.

**RECOMMENDATIONS OF THE BUDGET ANALYST FOR**  
**AMENDMENT OF BUDGET ITEMS**  
**1993-94**

Department/Division: **83 Community Health Services**

**Financial Data:**

The Community Health Services proposed \$111,914,195 budget for 1993-94 is \$4,276,285 or 4.0 percent more than the original 1992-93 budget of \$107,637,910. The net increase from the revised 1992-93 budget to the Standardized budget is \$2,337,187 or 2.1 percent.

**Summary of Budgeted Activities:**

<u>Activity</u>	<u>Fiscal Year 1992-93</u>		<u>Fiscal Year 1993-94</u>	
	<u>Original</u>	<u>Revised</u>	<u>Unstandardized</u>	<u>Standardized</u>
Community Health Services	\$107,637,910	\$109,577,008	\$111,914,195	\$111,914,195

**Department Revenue and Fee Changes:**

A total of approximately \$4.6 million in revenue increases are proposed for FY 1993-94. These revenue increases include 1) an increase in SB 910 revenues generated for case management services; 2) an increase in Federal revenues received by the North of Market Clinic; 3) an increase in charges for Emergency Medical Services certification fees; 4) an increase in environmental health fees charged for violations in business and restaurants; and 5) other miscellaneous increases. As a result of the service restorations to the Health Centers, revenues will be restored by a total of \$1,025,478.

**Department Expenditure Reductions:**

The net General Fund cost of Community Health Services decreased by approximately \$8.8 million, from \$43.4 million in 1992-93 to \$34.6 million in 1993-94.

The matching contribution to achieve SB 855 disproportionate share revenues increased by \$9.0 million (from \$38 million to approximately \$47 million). This contribution, funded by a revenue transfer from San Francisco General Hospital, will result in a revenue benefit to the Hospital of \$28.4 million in 1993-94.

A total of approximately \$8.3 million in service reductions in the Community Health Services budget was originally proposed by the Mayor. Subsequently, approximately \$3.5 million was restored to the FY 1993-94 budget, which includes \$1,025,478 in revenues and \$2,479,042 in General Fund expenditure restorations. Therefore, a total of \$4.8 million in net service reductions remain in the Community Health Department budget. Service reductions and the proposed restorations of \$2.5 million in General Fund

**RECOMMENDATIONS OF THE BUDGET ANALYST FOR**  
**AMENDMENT OF BUDGET ITEMS**  
**1993-94**

Department/Division: **83 Community Health Services**

expenditures are summarized in the table on the following pages. The corresponding expenditure restorations are based upon departmental estimates, and therefore, do not necessarily correspond to the total proposed restorations of \$2.5 million.

The Community Health Services proposed budget for FY 1993-94 consists of administrative/operating reductions and service reductions as outlined below.

The proposed reductions in administrative/operating expenditures include 1) reclassification of administrative positions into lower classifications; 2) deletion of administrative positions on a department wide basis; 3) The Tenderloin Self Help Center and Hospitality House will be consolidated to maintain existing level of services; 4) Administrative Director duties for the Tom Waddell Clinic and the Potrero Hill Health Center will be transferred to other staff; 5) The supervision of Public Health Nurses within Community Health Services will be consolidated under the direction of Public Health Nursing; 6) New employee orientation and health promotion programs for DPH staff will be eliminated; 7) The elimination of new equipment purchases in the Health Care Centers; 8) The Director and Deputy Directors' salaries will be reduced by 5 percent.

An estimated 72 permanent authorized positions would be deleted. As of the writing of this report, we do not have final estimates of the number of layoffs.

**Effect of Expenditure Reductions on Services Provided by Department:**

Service expenditure reductions, including the proposed program restorations, are included in the table on the following pages.

The savings resulting from service reductions as provided by the Department of Public Health do not represent the budget reductions from 1992-93 amounts to the proposed 1993-94 budget. Instead, such savings are based on DPH estimates of total expenditures required to continue services provided now through 1993-94. Consequently, the amount of savings resulting from the service reductions do not correspond to the amounts budgeted for such services in 1992-93.

**Comment**

The proposed service restorations for AIDS services would provide full restoration of services through December, 1993. The Department of Public Health (DPH) would request a supplemental appropriation request to continue funding for these AIDS services for the remaining six months of the fiscal year, beginning January 1, 1994 through June 30, 1994. The DPH estimates that approximately \$800,000 to \$1 million would be required to continue AIDS services at the current level for six months beyond December 1993. The specific funding source(s) for this supplemental appropriation request has not yet been identified.



	Service	General Fund Savings	DPH Description of Service Reduction	Restorations Expenditures	Restored Services	Net Service Reduction
	Community Health Services					
01.	CPHS - Epid/Disease Control	\$46,663	1,250 STD risk reduction counseling visits	\$0	none	1,250 STD risk reduction counseling visits
02.	Elimination of HC #2	632,035	4,342 adult medical encounters; 656 children encounters; 3,210 health education encounters	\$632,035	ALL	0
03.	Elimination of HC #3	754,054	9,244 adult medical encounters; 2,674 perinatal; 2,145 children's encounters; health education for 2,728 residents	\$0	NONE	0
04.	Elimination of HC #4	490,772	11,431 medical encounters; 3,997 children's encounters; 4,398 perinatal encounters; health education for 3,395 residents	\$490,772	ALL	0
05.	Elimination of Potrero Hill HC	550,515	6,522 adult medical encounters; 1,306 children's encounters; dental care for 900 adults	\$348,000	Department has not specified the partial service restorations.	Not specified.
06.	Lyon Martin Women's Health	30,175	504 medical visits for 378 women	\$30,175	ALL	0
07.	Haight Ashbury Free Med	46,073	medical services for 3,141 patients; increased demand at SFGH	\$46,073	ALL	ALL
08.	MNHC Med Services to Indigents	158,593	2,328 medical visits	\$158,593	ALL	0
09.	AIDS Professional Lab Serv	306,000	4,080 tests for 1,000 persons; increased demand at SFGH	\$111,275	Department has not specified the partial service restorations.	Not specified.
10.	Eldercare	58,318	1,000 units of mental health counseling, case management, information, and referral services	\$0	none	1,000 units of mental health counseling, case management, information, and referral services
11.	Adult Dental-Southeast HC	309,472	3,600 dental procedures to 2,000 adults	\$0	none	3,600 dental procedures to 2,000 adults
12.	Southeast Health Center	58,318	1,000 units of mental health counseling, case management, information, and referral services	\$0	none	1,000 units of mental health counseling, case management, information, and referral services



Service	General Fund Savings	DPH Description of Service Reduction	Restorations Expenditures	Restored Services	Net Service Reduction
13. TWC - Vacancy Deletion	31,727 -	processing of patients' registration, appointments, lab data, and medical records delayed	\$0	none	processing of patients' registration, appointments, lab data, and medical records delayed
14. 10% Reduction in PHN's	347,197 -	3,800 home visits to 950 adult clients; \$85,000 in annual revenues	\$0	none	3,800 home visits to 950 adult clients; \$85,000 in annual revenues
15. CPHS - Temp Salaries	291,889 -	recording of lab results and medical records delayed; reduced coverage for staff on leave	\$0	none	recording of lab results and medical records delayed; reduced coverage for staff on leave
16. HCC - Temp Nursing Salaries	136,723 -	4,661 hours of nursing coverage	\$0	none	4,661 hours of nursing coverage
17. HCA#2 - Vacancy Deletions	83,958 -	900 hours of mental health counseling to 60 clients; delays in processing lab results	\$0	none	900 hours of mental health counseling to 80 clients; delays in processing lab results
18. CPHS - Epid/Disease Control	55,998 -	3,500 X-rays; delays in diagnosis and treatment of infectious cases of Tuberculosis	\$0	none	3,500 X-rays; delays in diagnosis and treatment of infectious cases of Tuberculosis
19. HCC Admin - Reproduction	15,703 -	health education materials	\$0	none	health education materials
20. CPHS - Microbiology Labs	91,501 -	7,900 tests for 3,500 patients	\$0	none	7,900 tests for 3,500 patients
21. CPHS - Newcomer Program	33,418 -	delays in health care, increased pathology and transmission of infectious diseases	\$0	none	delays in health care, increased pathology and transmission of infectious diseases
22. CPHS-CFIDS Contract	38,500 -	dissemination of information on CFIDS	\$0	none	dissemination of information on CFIDS
23. U.C. Mammography Services	439,857 -	none - services to be provided by SFGH and LHH	\$0	none	none - services to be provided by SFGH and LHH
24. Senior Medication Education	112,177 -	9,600 pieces of consumer educational materials for 3,800 adults	\$0	none	9,600 pieces of consumer educational materials for 3,800 adults

	Service	General Fund	DPH Description of Service Reduction	Restorations Expenditures	Restored Services	Net Service Reduction
25.	HC #5 - Health Education	29,736	health education and health promotion services for 1,365 persons	\$0	none	health education and health promotion services for 1,365 persons
26.	CPHS - Family Mosaic	(421,878)	none - transfer of program from DMSF to enable receipt of Medi-Cal revenues	\$0	none	none - transfer of program from DMSF to enable receipt of Medi-Cal revenues
	Sub-Total Comm PH Serve	\$4,727,312		\$1,816,923		
27.	SFAF - Media Consultations	50,933	7,000 media contacts	\$0	none	7,000 media contacts
28.	Polaris - Provider Training	128,481	training to AIDS service providers	\$0	none	training to AIDS service providers
29.	AIDS - Contract Consolidation	1,207,421	none - clients transferred to services provided by other contractors	\$0	none	none - clients transferred to services provided by other contractors
30.	SFAF - Community Events	53,473	540 hours of presentations at 35 events for 1,340 individuals	\$0	none	540 hours of presentations at 35 events for 1,340 individuals
			AIDS SERVICES			
31.	Project Open Hand Food Bank	71,844	7,000 bags of groceries for 310 persons	\$41,688	Restored all services through December, 1993.	0
32.	HIV Mental Health Counseling	94,403	2,200 hours of counseling to 250 clients	\$42,910	Restored all services through December, 1993.	0
33.	UCSF AIDS Health Project	20,971	2,080 hours of group educational workshops to 1,470 clients	\$9,832	Restored all services through December, 1993.	0
34.	Hispanic Hdqtrs. Advertising	150,000	125 bus shelter posters; 1,400 internal bus cards; 529 radio commercials	\$68,182	Restored all services through December, 1993.	0
35.	Japanese Comm Youth Coun	114,218	125 media contacts; 5,500 brochures and posters; 173 community contacts; 479 pieces of information and referral; 1,141 hours of group and ministerial education; 84 hours of peer counseling	\$51,917	Restored all services through December, 1993.	0

	Service	General Fund	Savings	DPH Description of Service Reduction	Restorations Expenditures	Restored Services	Net Service Reduction
36.	Glide Foundation	22,609	-	120 hours of community service coordination	\$10,277	Restored all services through December, 1993.	0
37.	SFNM - Prevention Services	30,635	-	HIV information for 160 persons in 4 meetings	\$14,016	Restored all services through December, 1993.	0
38.	18th Street Services	47,696	-	2 evaluation instruments; 650 hours of service; 600 education contacts for 70 clients	\$21,771	Restored all services through December, 1993.	0
39.	GABA Community HIV Proj	37,711	-	258 media contacts; 5,000 outreach and intake units and 364 group education units of service	\$17,141	Restored all services through December, 1993.	0
40.	SFAF - Media Relations	62,306	-	610 client contacts with 130 clients; 12 issues of HIV newsletter	\$26,322	Restored all services through December, 1993.	0
41.	National Task Force on AIDS	22,917	-	250 prevention education sessions and contacts for 60 clients	\$10,414	Restored all services through December, 1993.	0
42.	Shant Project - Volun. Trng	51,341	-	13,898 hours of emotional and practical support services for 137 clients	\$23,337	Restored all services through December, 1993.	0
43.	UCSF AIDS Health Project	20,744	-	1,965 hours of emotional and practical support services for 123 clients	\$9,429	Restored all services through December, 1993.	0
44.	AIDS Benefits Counselors	9,144	-	260 hours of financial benefits advocacy for 48 clients	\$4,156	Restored all services through December, 1993.	0
45.	Black Coalition on AIDS	23,374	-	243 hours of emotional and practical support services for 15 clients	\$10,625	Restored all services through December, 1993.	0
46.	Cal/PEP Small Group Interv.	51,779	-	2,500 outreach contacts	\$23,532	Restored all services through December, 1993.	0
47.	Planned Parenthood	40,000	-	none - service increase deferred	none	Restored all services through December, 1993.	none - service increase deferred
48.	Shant Proj-In home Care Trng	35,990	-	300 hours of training, information and referral to 100 clients	\$17,991	Restored all services through December, 1993.	0
49.	Admin - HIV antibody testing	28,500	-	950 HIV tests	\$0	Restored all services through December, 1993.	950 HIV tests

Service	General Fund	DPH Description	Restorations	Restored	Net Service
	Savings	of Service Reduction	Expenditures	Services	Reduction
50. CPMC - Nurse & Hospice	254,353	190 patient visits; 900 patient days of hospice care	\$115,615	Restored all services through December, 1993.	0
51. CPMC - Operation Concern	13,750	900 units of support group and referral services for 700 clients	\$6,250	Restored all services through December, 1993.	0
52. National Task Force on AIDS	11,016	176 hours of HIV education, outreach, and treatment advocacy for 22 clients	\$5,007	Restored all services through December, 1993.	0
53. Mission Neph. Health Center	5,748	126 hours of clinical trials and treatment advocacy for 10 clients	\$2,613	Restored all services through December, 1993.	0
54. AIDS Disease Control	56,129	50 training sessions; epidemiological bulletin	\$0	Restored all services through December, 1993.	50 training sessions; epidemiological bulletin
55. Shantl Proj-Inpatient Counsel	213,596	7,652 hours of in-patient counseling to 620 clients	\$97,099	Restored all services through December, 1993.	0
<b>Sub-Total AIDS Services</b>	<b>\$2,931,484</b>		<b>\$632,125</b>		
56. Toxics, Health and Safety	259,133	efficiency and cost effectiveness of emergency response and equipment	\$0	none	efficiency and cost effectiveness of emergency response and equipment
57. EMSA	156,848	improvements in quality assurance monitoring	\$0	none	improvements in quality assurance monitoring
58. BEH - MIS	72,605	computerized billing system for 800 permits/month	\$0	none	computerized billing system for 800 permits/month
59. BEH Equipment Reduction	9,173	none	\$0	none	none
60. BEH - Overtime Budget	13,146	720 routine inspections; 300 re-inspections	\$0	none	720 routine inspections; 300 re-inspections
61. BEH - Public Services	56,658	no response to 100 complaints/month	\$0	none	no response to 100 complaints/month
62. BEH Cross-Connection Prog	63,476	750 inspections, 500 re-inspections, and 95 delinquent tests/year; \$50,000 potential revenue	\$0	none	750 inspections, 500 re-inspections, and 95 delinquent tests/year; \$50,000 potential revenue





**RECOMMENDATIONS OF THE BUDGET ANALYST FOR  
AMENDMENT OF BUDGET ITEMS  
1993-94**

Department/Division

**83 Community Health Services**

Page No.	Object	Account Title	Position/ Equipment Number	Number		Amount		Savings
				From	To	From	To	
	112	Travel Reduce travel for Emergency Medical Services Agency Assistant Director. Conferences should be attended by the Director only.				\$10,789	\$8,637	\$2,152
	350	Reproduction Reduce to actual 1992-93 expenditure level adjusted by a cost of living factor for 1993-94.				19,402	16,500	2,902
	310	Central Shop Reduce to actual 1992-93 expenditure level adjusted by a cost of living factor for 1993-94. An increase has been included for older vehicles in the Bureau of Environmental Health.				18,540	14,000	4,540
	220	Equipment Lease/Purchase * The recommended reduction in equipment is the total of the following specific recommendations.				37,680	27,680	*
220	Postscript Laser Printer		83103Z	1	0	5,000	0	5,000
220	Laser Printer		83129Z	1	0	5,000	0	5,000
		The proposed equipment purchases would be used for administration. The Department has not adequately justified the need for this new equipment, nor would the equipment enable staff to increase revenues or maintain existing services. We recommend approval of the computer equipment for the automated payroll system.						
220	Equipment Purchase					31,100	11,100	*
		* The recommended reduction in equipment is the total of the following specific recommendations.						

RECOMMENDATIONS OF THE BUDGET ANALYST FOR  
AMENDMENT OF BUDGET ITEMS  
1993-94

Department/Division

83 Community Health Services

Page to.	Object	Account Title	Position/ Equipment Number	Number		Amount		Savings
				From	To	From	To	
220	Personal Computers		83101Z	5	0	15,000	0	15,000
220	Postscript Laser Printer		83129Z	1	0	5,000	0	5,000
	The Administration MIS Division has not adequately justified the need of this equipment.							
220	Equipment Lease					6,778	0	*
	* The recommended reduction in equipment is the total of the following specific recommendations.							
	Automobile		83405Y	1	0	2,982	0	2,982
	Cargo Van		83408Y	1	0	3,796	0	3,796
	The Bureau of Environmental Health should use existing automobile equipment.							
220	Equipment Lease					10,431	5,422	*
	* The recommended reduction in equipment is the total of the following specific recommendations.							
220	Automobile		83505Z	2	0	5,009	0	5,009
	The Bureau of Toxics should use existing automobile equipment.							
Total Recommended Reductions								\$51,381





**BUDGET REVIEW FORM  
REVENUE/EXPENDITURE SUMMARY**

Department: <u>85 Laguna Honda Hospital</u>			Budget Detail: Budget Summary:	Page 1232 n/a
	FY 1992-93 Budget	Mayor's FY 1993-94 Budget	Change	Percent Change
<b>Mayor's Revenue Amounts:</b>				
General Fund Unallocated	\$9,549,742 *	\$2,186,302 *	(\$7,363,440)	-77.1 %
Department Revenue	91,608,319	78,902,718	(12,705,601)	-13.9
Other Revenue	455,811	442,289	(13,522)	-13.9
Subtotal, Mayor's Budget	<u>\$101,613,872</u>	<u>\$81,531,309</u>	<u>(\$20,082,563)</u>	<u>-19.8 %</u>
<b>Adjustments:</b>				
Supplemental Appropriations			\$0	n/a %
Recoveries	0	64,005	64,005	n/a
Other Revenues			0	n/a
<b>Total Revenues</b>	<u>\$101,613,872</u>	<u>\$81,595,314</u>	<u>(\$20,018,558)</u>	<u>-19.7 %</u>
<b>Expenditure Amounts:</b>				
Mayor's Budgeted Expenditures	\$101,613,872	\$81,531,309	(\$20,082,563)	-19.8 %
Supplemental Appropriations			0	n/a
Recoveries	0	64,005	64,005	n/a
Other Expenditures			0	n/a
<b>Total Expenditures</b>	<u>\$101,613,872</u>	<u>\$81,595,314</u>	<u>(\$20,018,558)</u>	<u>-19.7 %</u>
<b>Mayor's Listed Positions:</b>				
Permanent	1,610.0	1,266.0	(344.0)	-21.4 %
Temporary			0.0	n/a
Work Order			0.0	n/a
Subtotal, Mayor's Budget	<u>1,610.0</u>	<u>1,266.0</u>	<u>(344.0)</u>	<u>-21.4 %</u>
<b>Adjustments (FTE):</b>				
Overtime/Temporary	12.1	16.4	4.3	35.5 %
Supplemental Appropriations			0.0	n/a
Salary Savings	(108.4)	(126.3)	(17.9)	16.5
Other Adjustments			0.0	n/a
<b>Total FTE</b>	<u>1,513.7</u>	<u>1,156.1</u>	<u>(357.6)</u>	<u>-23.6 %</u>

\* When budgeted Capital Project Expenditures are included, the total General Fund Contribution to the LHH enterprise fund equals \$9,784,242 in the original 1992-93 budgeted and \$2,278,939 in the Mayor's Recommended 1993-94 budget. This is a decrease of \$7,505,303 or 76.7%. However, the present allocation of funds results in a deficit in the LHH enterprise fund of \$389,163.

**RECOMMENDATIONS OF THE BUDGET ANALYST FOR**  
**AMENDMENT OF BUDGET ITEMS**  
**1993-94**

Department/Division: 85 Laguna Honda Hospital

**Financial Data:**

The Laguna Honda Hospital proposed \$81,531,309 budget for 1993-94 is \$20,082,563 or 19.8 percent less than the original 1992-93 budget of \$101,613,872. The net decrease from the revised 1992-93 budget to the Standardized budget is \$20,990,891 or 20.5 percent.

The \$2,186,302 General Fund contribution to the Laguna Honda Operating Fund in the Mayor's proposed 1993-94 budget, exclusive of capital improvement projects, has decreased by \$7,363,440 or 77.1 percent from \$9,549,742 in 1992-93.

**Summary of Budgeted Activities:**

<u>Activity</u>	<u>Fiscal Year 1992-93</u>		<u>Fiscal Year 1993-94</u>	
	<u>Original</u>	<u>Revised</u>	<u>Unstandardized</u>	<u>Standardized</u>
Laguna Honda Operating Fund	\$101,613,872	\$102,522,200	\$81,531,309	\$81,531,309

**Department Revenue and Fee Changes:**

Total Departmental Revenue to the Laguna Honda Operating Fund has decreased by approximately \$12.7 million or 13.9 percent from the 1992-93 original budget. The revenue decrease is primarily due to decreased reimbursed patient days resulting from the planned phase-out of 300 skilled nursing beds (from 1,100 to 800) by April 1, 1993.

**Department Expenditure Reductions:**

Of the 344 total permanent positions eliminated in their 1993-94 budget, Laguna Honda Hospital has eliminated 14 management positions in nursing, operations and administration. Total savings from this action is estimated to be approximately \$422,000 in FY 1993-94.

**RECOMMENDATIONS OF THE BUDGET ANALYST FOR**  
**AMENDMENT OF BUDGET ITEMS**  
**1993-94**

Department/Division: 85 Laguna Honda Hospital

**Effect of Expenditure Reductions on Services Provided by Department:**

The savings resulting from service reductions as provided by the Department of Public Health do not represent the budget reductions from 1992-93 amounts to the proposed 1993-94 budget. Instead, such savings are based on DPH estimates of total expenditures required to continue services provided now through 1993-94. Consequently, the amount of savings resulting from the service reductions do not correspond to the amounts budgeted for such services in 1992-93.

**General Fund**

<u>Service</u>	<u>Savings</u>	<u>DPH Description of Service Reduction</u>
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in \$thousands

**Laguna Honda Hospital**

01. Close 300 Beds	\$10,318,749	Reduction of 300 Skilled Nursing beds over 8 month period; change nursing skill mix; decrease medically complex admissions; reduce salaries and cut 331 positions; loss of \$14.3 million in revenue.
02. Senior Nutrition	\$64,523	Elimination of noon meal and nutritional and health education program for neighborhood seniors.
03. Adult Day Health Center	\$300,000	Closure of Adult Day Health Care program for 200 community participants.

**Net General Fund Savings      \$10,683,272**

**Comments:**

1. At the current level of funding, Laguna Honda Hospital (LHH) operates 1,100 skilled nursing facility (SNF) beds. On average, LHH discharges 80 patients monthly and admits a similar number of patients from its waiting lists and from patients discharged from San Francisco General Hospital. Patients referred from SFGH are usually decertified (i.e. not eligible for reimbursement from Medi-Cal or other sources) because they are no longer in need of acute care. However, such patients frequently remain at SFGH, because they are still in need of some form of lower level (sub-acute) care.

RECOMMENDATIONS OF THE BUDGET ANALYST FOR  
AMENDMENT OF BUDGET ITEMS  
1993-94

Department/Division: 85 Laguna Honda Hospital

By admitting such patients to LHH, the City is able to save funds by reducing unreimbursed inpatient days. LHH is reimbursed for sub-acute care at lower, SNF rates or, if no reimbursement is received, the cost of hospital care is considerably less. The 1993-94 budget for LHH is structured to continue the admission of 40 SFGH patients monthly. Consequently, very few potential SNF patients will be admitted to LHH from the current waiting list.

2. The net General Fund savings for LHH operations in 1993-94 has been reduced by \$7,363,440. To accomplish this savings, total expenditures must be reduced by \$20,069,041 because of offsetting patient revenue losses of \$12,705,601 (\$20,069,041 less \$12,705,601 equals \$7,363,440).

No Recommendations

**BUDGET REVIEW FORM  
REVENUE/EXPENDITURE SUMMARY**

<b>Department: 86 San Francisco General Hospital</b>			<b>Budget Detail:</b>	<b>Page</b>
			<b>Budget Summary:</b>	<b>1256</b>
				<b>n/a</b>
	<b>FY 1992-93 Budget</b>	<b>Mayor's FY 1993-94 Budget</b>	<b>Change</b>	<b>Percent Change</b>
<b>Mayor's Revenue Amounts:</b>				
General Fund Unallocated	\$44,064,547 *	\$25,858,010 *	(\$18,206,537)	-41.3 %
Department Revenue	189,548,065	203,132,270	13,584,205	7.2
Other Revenue	22,059,025	12,717,647	(9,341,378)	7.2
Subtotal, Mayor's Budget	<u>\$255,671,637</u>	<u>\$241,707,927</u>	<u>(\$13,963,710)</u>	<u>-5.5 %</u>
<b>Adjustments:</b>				
Supplemental Appropriations			\$0	n/a %
Recoveries	4,614,191	5,081,032	466,841	10.1
Other Revenues			0	n/a
<b>Total Revenues</b>	<b>\$260,285,828</b>	<b>\$246,788,959</b>	<b>(\$13,496,869)</b>	<b>-5.2 %</b>
<b>Expenditure Amounts:</b>				
Mayor's Budgeted Expenditures	\$255,671,637	\$241,707,927	(\$13,963,710)	-5.5 %
Supplemental Appropriations			0	n/a
Recoveries	4,614,191	5,081,032	466,841	10.1
Other Expenditures			0	n/a
<b>Total Expenditures</b>	<b>\$260,285,828</b>	<b>\$246,788,959</b>	<b>(\$13,496,869)</b>	<b>-5.2 %</b>
<b>Mayor's Listed Positions:</b>				
Permanent	2,846.0	2,699.0	(147.0)	-5.2 %
Temporary			0.0	n/a
Work Order	14.0	9.0	(5.0)	-35.7
Subtotal, Mayor's Budget	<u>2,860.0</u>	<u>2,708.0</u>	<u>(152.0)</u>	<u>-5.3 %</u>
<b>Adjustments (FTE):</b>				
Overtime/Temporary	132.2	137.7	5.5	4.2 %
Supplemental Appropriations			0.0	n/a
Salary Savings	(197.0)	(227.8)	(30.8)	15.6
Other Adjustments			0.0	n/a
<b>Total FTE</b>	<b>2,795.2</b>	<b>2,617.9</b>	<b>(177.3)</b>	<b>-6.3 %</b>



**RECOMMENDATIONS OF THE BUDGET ANALYST FOR  
AMENDMENT OF BUDGET ITEMS**

**1993-94**

**REVISED to Include restorations made by the Mayor and revised budget documents provided to the  
Budget Analyst on June 24, 1993**

Department/Division: **86 San Francisco General Hospital**

**Financial Data:**

The San Francisco General Hospital proposed \$241,707,927 budget for 1993-94 is \$13,963,710 or 5.5 percent less than the original 1992-93 budget of \$255,671,637. The net decrease from the revised 1992-93 budget to the Standardized budget is \$14,689,504 or 5.7 percent.

The \$25,858,010 General Fund contribution to the San Francisco General Operating Fund in the Mayor's proposed 1993-94 budget, exclusive of capital improvement projects and the Children's Fund, has decreased by \$18,206,537 or 41.3 percent from \$44,064,547 in 1992-93.

**Summary of Budgeted Activities:**

<u>Activity</u>	<u>Fiscal Year 1992-93</u>		<u>Fiscal Year 1993-94</u>	
	<u>Original</u>	<u>Revised</u>	<u>Unstandardized</u>	<u>Standardized</u>
San Francisco General Hospital	\$255,671,637	\$256,397,431	\$241,707,927	\$241,707,927

**Department Revenue and Fee Changes:**

Total SFGH operating revenue is budgeted to increase by approximately \$13.6 million in 1993-94, including a net revenue benefit of \$28.4 resulting from the SB855 disproportionate share revenues, an increase of approximately \$4.4 million over SB 855 revenue benefit in the original 1992-93 budget. Other increases include Medi-Cal rate increases, Paramedic rate increases, and planned improvements to reimbursement practices. The Controller has not certified planned employee parking revenue of \$200,000.

SFGH also plans to attempt to charge other Counties for calls to the Poison Control Center. If such payments from other Counties are not received, \$256,000 in budgeted revenue will be lost.

**Department Expenditure Reductions:**

The SFGH budget includes administrative and operating expenditure savings which the Department of Public Health calculates will result in net savings of \$7.65 million as detailed below.

	<u>Estimated Savings</u>	<u>Description</u>
Admin. Operating Cuts	\$2,875,660	Management, finance, nursing administration reorganization
Purchasing	100,000	Reduction of 2 Purchasers
Pharmaceutical Services	1,310,000	Decrease in planned pharmaceutical supply budget
Diagnostic/Lab	331,000	Operational Changes
Contract CMOSH	177,000	Contract CMOSH (Center for Municipal Occupational Safety and Health) to UCSF
Psychiatry Inpatient	105,000	Reduce/substitute net reduction of 2 administrative positions
Trauma Coordinator	100,000	Reduce one registered nurse and operating costs



**RECOMMENDATIONS OF THE BUDGET ANALYST FOR**  
**AMENDMENT OF BUDGET ITEMS**  
**1993-94**

Department/Division: **86 San Francisco General Hospital**

	<u>Estimated Savings</u>	<u>Description</u>
Women's Health Services	277,200	Eliminate 3 administrative positions, no service reduction
Surgery Service	113,000	Substitute Health Workers for LVNs; eliminate dedicated clinical nurse specialist; no service reduction
Family & Comm. Medicine	46,600	Eliminate 1.4 FTE
Outpatient & Primary Care	800,000	Reduction of medical and surgical specialties due to closure of primary care clinic
Psychiatric Emergency	50,500	Operating costs reduced due to elimination of 17 Psych Emergency positions
Inpatient 48 Beds	3,400,000	Savings from reduction of 30 of 48 total beds due to actual utilization
Medicine Cluster In and Outpatient	254,476	Eliminate 5 positions
Paramedic & Base Station	51,697	Remove supervisor position from dispatch center
Ward 5A Skill Mix	150,000	Downgrade 10 RN to 10 LVN positions
Critical Care Beds	<u>(\$2,490,000)</u>	Staff 6 critical care beds; prevent critical care diversion; recover paid patient days lost due to elimination of 18 acute care beds.
<b>Total DPH Estimate of General Fund Savings</b>	<b>\$7,652,133</b>	
Restorations	<u>(63,600)</u>	Restoration Trauma Coordinator salary and fringe benefits
<b>Revised total of General Fund Savings</b>	<b>\$7,588,533</b>	

**Effect of Expenditure Reductions on Services Provided by Department:**

The DPH estimate of reductions to services resulting from the Mayor's recommended 1993-94 expenditure reductions is described in the table on the next page. The savings resulting from service reductions are provided by the Department of Public Health (DPH) and are based on DPH estimates of total expenditures required to continue current services through 1993-94. Consequently, the amount of savings resulting from the service reductions do not correspond to the amounts budgeted in 1992-93.

The table on the next page shows the service reductions estimated by the DPH resulting from the Mayor's originally proposed 1993-94 budget and, in the far right columns (in bold) restorations granted by the Mayor, as interpreted by DPH and detailed in budget documents provided to the Budget Analyst on June 24, 1993.

**RECOMMENDATIONS OF THE BUDGET ANALYST FOR  
AMENDMENT OF BUDGET ITEMS  
1993-94**

Department/Division: **86 San Francisco General Hospital**

General Fund Savings		DPH Description of Service Reduction	Restorations \$ Amount	Restored Services
San Francisco General Hospital				
01. Outpatient & Primary Care	\$4,600,000	- 118,000 Clinic visits; 16,000 rehabilitation visits.	\$2,616,312	Restoration of 69,200 Clinic Visits, including 32,172 AIDS/Oncology Center client visits; no restoration of rehabilitation visits.
02. Psychiatric Emergency	\$1,900,248	50% reduction in service; decrease of 3,000 patient visits; diversion to private facilities or criminal justice system; decreased revenue of \$375,000	\$762,500	Restoration of 1,500 Psychiatric Emergency Visits
03. Inpatient 48 Beds	\$3,881,192	No patients affected from 30 bed reduction due to "change of service to meet service needs"; loss of 18 additional beds will reduce capacity during peak periods. Savings will be offset by increased expense for critical care beds.		
04. Patient Referral Unit	\$250,000	40,000 patient assessments, referrals and information encounters	\$286,366	All Services Restored
05. Pharmacy for Indigents	\$200,000	Indigent patients will be referred to pharmacies where they have to pay for prescriptions. Estimated 2,000 to 5,000 prescriptions annually.		
06. Outpatient Nutrition	\$339,000	8,400 outpatient nutritional visits for approximately 2,000 patients	\$124,710	4,200 outpatient nutritional visits restored
07. Methadone Detox	\$560,000	22,100 methadone doses and 3,470 counseling sessions; program will remain open.		
08. Ancillary Support to Health Centers	\$525,000	Laboratory and radiology services reduced due to closing of CHS Health Centers		
09. Parent/Infant & Asian Perinatal	\$200,000	Counseling for 100 clients in Infant Parent Program and 150 Asian families in need of counseling and prevention for child abuse and neglect.		
10. Medicine Cluster - Inpatient and Outpatient	\$211,889	400 pain management visits; 4,500 outpatient visits	\$211,000	All Services Restored
11. Patient Education (PERC)	\$100,611	Health education materials to patients and staff.		
12. Interpreter & Patient Advocate	\$440,000	Response to patient complaints will be reduced; interpretation services eliminated.	\$435,513	All Services Restored
13. Paramedic & Base Station	\$1,406,303	Possible increase in response times; fewer supervisors on duty.		
Net General Fund Savings	\$14,614,243		\$4,436,401	30.36%

**RECOMMENDATIONS OF THE BUDGET ANALYST FOR  
AMENDMENT OF BUDGET ITEMS  
1993-94**

Department/Division: **86 San Francisco General Hospital**

**Comments:**

1. The initial reduction in Ambulatory Care Outpatient Visits of 134,200 and subsequent restoration of 69,200 outpatient visits shown on the previous page is detailed as follows according to SFGH:

<u>Service</u>	<u>No. of Visits Cut</u>	<u>No. of Visits Restored</u>
3rd Floor Surgery Center (Orthopedics Urology)	22,000	5,000
4th Floor Surgery Center (Audiology, Neurology, Neurosurgery, Opthamalogy, Otolaryngology)	14,000	4,000
Women's Health Center	3,000	0
Family Health Center	36,829	23,329
General Medicine	25,171	18,671
Medicine Specialty	22,500	7,500
AIDS/Oncology Center	<u>10,700</u>	<u>10,700</u>
Total Ambulatory Care Visits Restored	134,200	69,200

In addition to the above, the following Other Outpatient Encounters were eliminated and partially restored:

<u>Service</u>	<u>No. of Visits Cut</u>	<u>No. of Visits Restored</u>
Rehab Services	16,000	0
Methadone Detox	22,100	0
Emergency Services	<u>3,000</u>	<u>1,500</u>
Total Other Encounters	<u>41,100</u>	<u>1,500</u>
Total Ambulatory Care and Other Encounters	<u>175,300</u>	<u>70,700</u>

2. Other services restored by the Mayor include 40,000 patient assessments and referrals by the Patient Referral Unit; 4,200, or approximately one-half, of the reduction of 8,400 in outpatient nutritional visits; 400 pain management visits; and all services now provided by the Interpreter and Patient Advocate unit.

3. The current SFGH budget has not restored a prior reduction of \$525,000 for laboratory and radiology services that had been previously provided to Health Centers funded under the Community Health Services (Department 83) budget. Health Centers #2 and #3 have been fully restored in the budget received by the Budget Analyst on June 24, 1993.

**RECOMMENDATIONS OF THE BUDGET ANALYST FOR**  
**AMENDMENT OF BUDGET ITEMS**  
**1993-94**

Department/Division: **86 San Francisco General Hospital**

Page			Position/ Equipment	<u>Number</u>		<u>Amount</u>		
<u>No.</u>	<u>Object</u>	<u>Account Title</u>	<u>Number</u>	<u>From</u>	<u>To</u>	<u>From</u>	<u>To</u>	<u>Savings</u>
n/a	190	Other Non-Personal Services				\$13,627,442	\$13,484,043	\$143,399

This Mayor's recommended amount for this account increased by \$832,692 over the original 1992-93 budget and \$501,546 over the revised amount for 1992-93. The budgeted amount includes an increase of \$183,534, or 11.3%, for other equipment maintenance to correct for prior year underbudgeting for this account. The recommended amount also includes \$57,303 for consultants who will be paid from "capital grants and other non-general fund sources."

The recommended reduction would delete \$57,303, the amount for consultants who will be paid from other fund sources and reduce \$86,096 from other equipment maintenance to allow for an increase of 6% in instead of 11.3%.

Total Recommended Reductions

\$143,399

**BUDGET REVIEW FORM  
REVENUE/EXPENDITURE SUMMARY**

**REVISED**

<b>Department: <u>87 Community Mental Health</u></b>		<b>Budget Detail:</b>		<b>Page</b>
		<b>Budget Summary:</b>		<b>1295</b>
				<b>n/a</b>
	<b>FY 1992-93</b>	<b>Mayor's</b>		
	<b>Budget</b>	<b>FY 1993-94</b>	<b>Change</b>	<b>Percent</b>
		<b>Budget</b>		<b>Change</b>
<b>Mayor's Revenue Amounts:</b>				
General Fund Unallocated	\$57,923,952	\$44,302,878	(\$13,621,074)	-23.5 %
Department Revenue	36,682,579	32,419,482	(4,263,097)	-11.6
Other Revenue	38,953,651	38,112,577	(841,074)	-11.6
Subtotal, Mayor's Budget	\$133,560,182	\$114,834,937	(\$18,725,245)	-14.0 %
<b>Adjustments:</b>				
Supplemental Appropriations			\$0	n/a %
Recoveries	0	0	0	n/a
Other Revenues			0	n/a
<b>Total Revenues</b>	<b>\$133,560,182</b>	<b>\$114,834,937</b>	<b>(\$18,725,245)</b>	<b>-14.0 %</b>
<b>Expenditure Amounts:</b>				
Mayor's Budgeted Expenditures	\$133,560,182	\$114,834,937	(\$18,725,245)	-14.0 %
Supplemental Appropriations			0	n/a
Recoveries	0	0	0	n/a
Other Expenditures			0	n/a
<b>Total Expenditures</b>	<b>\$133,560,182</b>	<b>\$114,834,937 *</b>	<b>(\$18,725,245)</b>	<b>-14.0 %</b>
<b>Mayor's Listed Positions:</b>				
Permanent	612.0	539.0	(73.0)	-11.9 %
Temporary	1.0	1.0	0.0	0.0
Work Order	2.0	2.0	0.0	0.0
Subtotal, Mayor's Budget	615.0	542.0	(73.0)	-11.9 %
<b>Adjustments (FTE):</b>				
Overtime/Temporary	29.2	33.2	4.0	13.9 %
Supplemental Appropriations			0.0	n/a
Salary Savings	(56.6)	(56.1)	0.5	-0.9
Other Adjustments	0.4		(0.4)	-100.0
<b>Total FTE</b>	<b>588.0</b>	<b>519.1</b>	<b>(68.9)</b>	<b>-11.7 %</b>

\* Total 1993-94 expenditures do not include recurring grant funds of \$4,194,769 which are included in the CMH budget for the first time this year.



**RECOMMENDATIONS OF THE BUDGET ANALYST FOR**  
**AMENDMENT OF BUDGET ITEMS**  
**1993-94**

Department/Division: **87 Community Mental Health Services**

**Financial Data:**

The Community Mental Health Services proposed \$114,834,937 budget for 1993-94 is \$18,725,245 or 14.0 percent less than the original 1992-93 budget of \$133,560,182. The net decrease from the revised 1992-93 budget to the Standardized budget is \$15,822,532 or 12.1 percent.

**Summary of Budgeted Activities:**

<u>Activity</u>	<u>Fiscal Year 1992-93</u>		<u>Fiscal Year 1993-94</u>	
	<u>Original</u>	<u>Revised</u>	<u>Unstandardized</u>	<u>Standardized</u>
Community Mental Health, Substance Abuse, Forensic Services	\$133,560,182	\$130,657,469	\$114,834,937	\$114,834,937

**Department Revenue and Fee Changes:**

A revenue increase of \$234,000 is proposed for FY 1993-94. The proposed revenue increase is a result of increased SB 910 revenues, and a transfer of a Federal grant fund from the Consultation, Education and Information Unit (CE&I) to offset mental health operational costs. This would result in the elimination of the CE&I program, that provides mental health training, referral and advocacy services. The proposed revenue increase is offset by projected Medi-Cal substance abuse and mental health revenue decreases that are anticipated as a result of program reductions. A total of \$2,287,500 in revenues has been included in the Mental Health budget as a result of the day treatment program restorations.

**Department Expenditure Reductions:**

A total of approximately \$27.9 million in expenditure reductions was originally proposed by the Mayor, and subsequently \$9.2 million in funds were restored for FY 1993-94. Therefore, a net expenditure reduction of approximately \$18.7 million is proposed by the Mayor. Departmental expenditure reductions can be classified as administrative/operating reductions and service reductions.

Administrative/operating reductions include 1) the elimination of cost-of living adjustments (COLAs) for contractors, 2) a conversion to a cost-based fee-for-service model that is anticipated to result in decreased contractor payments, 3) an elimination of 10 administrative positions, and 4) a reduction in an ambulance contract for prisoners housed at the County jail in San Bruno. Service reductions are summarized on the subsequent pages.



**RECOMMENDATIONS OF THE BUDGET ANALYST FOR**  
**AMENDMENT OF BUDGET ITEMS**  
**1993-94**

Department/Division: **87 Community Mental Health Services**

**Effect of Expenditure Reductions on Services Provided by Department:**

The Mental Health Department estimates that the proposed reductions would result in the elimination of services to 3,400 adult patients or approximately 34 percent of all adult patients, and 4,000 substance abuse clients, or 19 percent of the total substance abuse clients of 20,900. The effect of expenditure reductions on services provided, and the proposed restorations, are summarized in the table on the following pages.

The savings resulting from service reductions as provided by the Department of Public Health do not represent the budget reductions from 1992-93 amounts to the proposed 1993-94 budget. Instead, such savings are based on DPH estimates of total expenditures required to continue services provided now through 1993-94. Consequently, the amount of savings resulting from the service reductions do not correspond to the amounts budgeted for such services in 1992-93.

**Comments:**

1. The following new positions are proposed in the Mental Health Services budget for FY 1993-94:

One 1650 Accountant position (\$36,905) - Business and Operations Support Division to correct the position count and funding of an existing 1650 Accountant position not accounted for due to a clerical error made in FY 92-93 budget.

One 1874 Senior Programmer Analyst (\$50,530)- Business and Operations Support Division responsible for designing, coding, and implementing modifications to user reports for rehabilitation option billing.

One 2230 Physician Specialist (.50 FTE or \$46,301) to enhance medication services which psychiatrists are unable to provide; It should be noted that the number of clients served is anticipated to be reduced.

One 2246 Assistant Director (\$69,739) to direct the Chinatown Integrated Service Center - includes budget development and administration, program planning and administration in compliance with State and departmental laws and policies.

One 1630 Account Clerk (\$31,242) in the Substance Abuse Program - to better reflect actual duties relative to claiming Medi-Cal reimbursement. One 2588 Health Worker III (\$42,649) was deleted for the 1630. This exchange results in a downgraded position.

One 2803 Epidemiologist II position (\$59,663) created in exchange for one 2593 Health Program Coordinator III position (\$59,663) to better reflect the actual position occupied by the appointee in Substance Abuse.

One 2992 Contract Compliance Officer II (\$52,566) in Substance Abuse position created in exchange for the deletion of one new 2591 Health Program Coordinator II position (\$57,106). This position is also considered a downgrade.

**RECOMMENDATIONS OF THE BUDGET ANALYST FOR**  
**AMENDMENT OF BUDGET ITEMS**  
**1993-94**

Department/Division: **87 Community Mental Health Services**

2. An estimated 75 positions would be eliminated in the Mental Health department, that includes the proposed restorations.
3. The proposed service restorations shown on the following pages are based upon departmental estimates, and therefore, do not necessarily correspond to the total of \$9.2 million in total expenditures that has been restored in the Mayor's recommended budget. A total of \$6.9 million in General Fund expenditure restorations and \$2.3 million in revenues have been restored to the FY 1993-94 Community Mental Health budget.

## DEH ESTIMATE OF EFFECT OF SERVICE

Service	General Fund		DPH Description of Service Reduction	Restorations	Restored	Net Service
	Savings			Expenditures	Services	Reduction
Division of Mental Health, Substance Abuse, Forensics						
01. 45 Napa Beds	\$7,065,000	-	16,425 inpatient days for severely mentally ill clients	\$500,000	1,500 days	14,925 days
02. San Jose Care IMD	\$498,000	-	6,570 days of sub-acute care	\$0	none	6,570 days of sub-acute care
03. Crestwood IMD	\$942,000	-	11,461 days	\$500,000	5,800 days	5,661 days
04. Progress House	\$134,000	-	1,800 days	\$134,000	ALL	0
05. Progress Support Sys. Co-op	\$202,000	-	3,200 units of service	\$202,000	ALL	0
06. Conard - Jackson House	\$240,000	-	4,000 days	\$240,000	ALL	0
07. Conard - Support Sys. Hotel	\$828,000	-	37,700 days of supportive services	\$828,000	ALL	0
08. Baker Places Residential	\$200,000	-	3,300 days	\$200,000	ALL	0
09. Baker Places Support Sys. Co-op	\$445,000	-	10,500 units of service	\$445,000	ALL	0
Day Treatment Services						
10. Mission Day Treatment		-	11,000 days of treatment		ALL	0
11. Sunset Day Treatment	\$700,000	-	13,000 days		ALL	0
12. Chinatown NorthBeach DT	\$800,000	-	13,000 days		ALL	0
13. RAMS Day Treatment	\$250,000	-	5,100 days of service		ALL	0
14. Cal Pacific Thunderseed DT	\$301,227	-	7,000 units of day services		ALL	0
15. Bayview Hunters Point DT	\$330,000	-	6,000 visits		ALL	0
16. Cal Pacific Operation Concern	\$35,169	-	800 visits		ALL	0
Total Day Treatment Restorations*				\$1,050,964		
17. Center for Special Problems	\$1,800,000	-	35,000 visits of outpatient and case management services	\$0	none	35,000 visits

General Fund	Service	DPH Description of Service Reduction	Restorations Expenditures	Restored Services	Net Service Reduction
Savings					
Division of Mental Health, Substance Abuse, Forensics					
18.	Episcopal Sanctuary	15,000 units	\$0	none	15,000 units
19.	Catholic Charities	2,000 outreach contacts with Central American Refugees	\$0	none	2,000 contacts
20.	Swords to Plowshares	5,000 units	\$0	none	5,000 units
21.	Cal Pacific Northeast Lodge	6,868 days of service	\$226,000	ALL	0
22.	Multi-Service Homeless	mental health / substance abuse counseling and intervention	\$0	none	mental health / substance abuse counseling and intervention
23.	Canon Kip Homeless	1,000 units	\$0	none	1,000 units
24.	North of Market Homeless	1,000 units of referral	\$0	none	1,000 units of referral
25.	CE&I Unit	mental health training; information, referral, and advocacy services	\$0	none	mental health training; information, referral, and advocacy services
26.	BVHP Acupuncture	1,500 visits	\$58,000	ALL	0
27.	SFGH Psych ER	2,000 units	\$0	none	2,000 units
28.	UC Center on Deafness	1,200 visits; case management for 15 clients	\$0	none	1,200 visits for 15 clients
29.	Cal Pacific Westside Lodge DT	600 visits	\$0	none	600 visits
30.	FSA Japanese Family	350 visits	\$0	none	350 visits
31.	FSA MIA Program	1,150 visits	\$0	none	1,150 visits
32.	Cal MediVan Service	700 trips	\$0	none	700 trips
33.	Supportive Housing Fund	2,000 units of case management for supportive housing programs	\$0	none	2,000 units of case mgt.
34.	Instituto Familiar de la Raza	900 visits	\$0	none	900 visits
35.	RAMS Outpatient	2,400 visits	\$0	none	2,400 visits

Board of Supervisors - Budget Analyst

Service	General Fund Savings	DPH Description of Service Reduction	Restorations Expenditures	Restored Services	Net Service Reduction
Division of Mental Health, Substance Abuse, Forensics					
36. Westside Crisis	\$207,103	- 2,000 visits	\$0	none	2,000 visits
37. Westside Outpatient	\$74,982	- 2,200 visits	\$0	none	2,200 visits
38. BVHP Outpatient & Clubhouse Day	\$522,418	- 4,000 visits in Outpatient; 4,000 visits in Day Treatment and Socialization	\$0	none	4,000 visits in Outpatient; 4,000 visits in Day Treatment and Socialization
39. Mental Health Civil Service	\$837,000	- 12,000 units of services	\$0	none	12,000 service units
40. Salary Savings Civil Service	\$798,289	- 5,000 client outpatient and case management visits	\$0	none	5,000 client visits
41. Westside Tenderloin Detox	\$273,031	- 4,320 units of service	\$0	none	4,320 service units
42. Mission Council	\$125,858	- 1,200 units of outpatient services; 1,000 units of prevention contacts	\$0	none	1,200 units of outpatient services; 1,000 units of prevention contacts
43. Suicide Prevention	\$98,388	- 13,000 contacts	\$98,388	ALL	0
44. National Council On Alcoholism	\$78,612	- 5,700 contacts	\$78,612	ALL	0
45. St. Vincent Arlington Hotel	\$69,000	- 31,000 units of supportive services	\$0	none	31,000 service units
46. St. Vincent Multi-Service Ct.	\$145,000	- 16,000 units of service	\$0	none	16,000 service units
47. CATS Mobile Assistance	\$547,000	- 12,000 contacts	\$500,000	10,000 contacts	2,000 contacts
48. North of Market Senior Outp.	\$180,000	- 2,600 units of service	\$173,000	ALL	0
49. Cal Pacific Operation Recovery	\$155,000	- 8,000 visits	\$155,000	ALL	0
50. Pre-Trial Diversion CSAS	\$59,000	- 3,000 referrals	\$59,000	ALL	0
51. BVHP Young Adult Outpatient	\$50,000	- 900 units	\$50,000	ALL	0
52. BVHP Alice Griffith	\$24,000	- 1,140 units of service	\$0	none	1,140 service units

Board of Supervisors - Budget Analyst



Service	General Fund Savings	DPH Description of Service Reduction	Restorations Expenditures	Restored Services	Net Service Reduction
Division of Mental Health, Substance Abuse, Forensics					
53. BVHP Methadone Detox	\$95,727	- 7,300 visits	\$0	none	7,300 visits
54. Westside Methadone Detox	\$75,651	- 2,112 units of service	\$0	none	2,112 service units
55. Westside Inner City	\$30,000	- 700 units of service	\$0	none	700 service units
56. Westside Young Adult	\$50,000	- 1,200 units of service	\$50,000	ALL	0
57. SFGH Ward93 Methadone Detox	\$30,000	- 2,800 visits	\$0	none	2,800 visits
58. HAFMC- Facts on Crack	\$30,000	- 1,500 service units	\$30,000	ALL	0
59. HAFMC-Residential HAATS	\$30,000	- 500 service days	\$30,000	ALL	0
60. HAFMC-Detox	\$156,000	- 3,050 service units	\$156,000	ALL	0
61. Harriet Street	\$373,000	- 5,700 service units	\$0	none	5,700 service units
62. Salvation Army Bridgeway	\$67,000	- 15,000 supportive service units	\$0	none	15,000 service units
63. Salvation Army HARP Residential	\$10,000	- 620 residential treatment days	\$10,000	ALL	0
64. Salvation Army Detox	\$58,000	- 1,500 detoxification units	\$0	none	1,500 detox units
65. St. Vincent Detox	\$25,000	- 900 service units	\$0	none	900 service units
66. St. Vincent Ozanam Drop-In	\$80,000	- 9,000 contacts	\$80,000	ALL	0
67. CATS Redwood Center	\$45,000	- 700 days	\$45,000	ALL	0
68. Walden House Day Treatment	\$80,000	- 1,500 service units	\$80,000	ALL	0
69. Walden House Residential	\$365,823	- 6,500 days	\$393,000	ALL	0
70. Baker Places SA Residential	\$45,000	- 770 residential treatment days	\$45,000	ALL	0
71. Tom Smith Center- SFGH	\$414,000	- 1,700 days	\$200,000	900 days	800 days
72. Asian Am. Recovery Services	\$69,000	- 730 residential treatment days	\$69,000	ALL	0



Service	General Fund Savings	DPH Description of Service Reduction	Restorations Expenditures	Restored Services	Net Service Reduction	
Division of Mental Health, Substance Abuse, Forensics						
Z3. Forensic Jail Medical	\$700,072	decreases in overtime pay, equipment, contractor allocations, materials and supplies	\$0	none	decreases in overtime pay, equipment, contractor allocations, materials and supplies	
Z4. Forensic Jail Medical	\$343,356	delays in delivery of health care services and providing medical information	\$0	none	delays in delivery of health care services and providing medical information	
Z5. Forensic Jail Medical	\$58,572	limits on drugs prescribed	\$0	none	limits on drugs prescribed	
Z6. Forensic Social Work Unit	\$50,042	HIV counseling to African American male prisoners	\$0	none	HIV counseling to African American male prisoners	
Z7. Forensic Rape Treatment	\$364,036	case consultation, trained police cadets and medical personnel, self defense classes and community organization, delays in processing medical records, evidence collection through OB-Gyn at SFGH	\$314,036	ALL		0
Net General Fund Savings and Restorations	\$24,707,998		\$7,000,000	**		

\*The \$1,050,964 in Day Treatment Restorations would be allocated among all of the day treatment programs. Along with revenue increases, these day treatment programs would be fully restored.

\*\* Total of Department's estimated General Fund Restorations does not match actual General Fund expenditures added to the budget on 6/24/93

**RECOMMENDATIONS OF THE BUDGET ANALYST FOR**  
**AMENDMENT OF BUDGET ITEMS**  
**1993-94**

Department/Division

**87 Community Mental Health**

Page No.	Object	Account Title	Position/ Equipment Number	Number From	To	Amount From	To	Savings
190	Other Non-Personal Services	Reduction for sewer service charge rate increase of approximately 4 percent, versus budget 133 percent increase.				\$1,176,921	\$1,165,334	\$11,587
112	Travel	Although the department has specified the need for \$4,000 in-State travel expense, the proposed use of these funds has not been specified.				4,000	3,000	1,000
220	Equipment Purchases	* The recommended reduction in equipment is the total of the following specific recommendations.				90,647	85,647	*
220	Personal Computers	The Department should reallocate existing computer equipment to its mental health centers.	87010Z	2	0	5,000	0	5,000
001	Permanent Salaries	* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.				2,557,354	2,549,610	*
001	Senior Programmer	Reduce by 4 bi-weekly pay periods to reflect time that this new position will be vacant.	1874	1	1	50,530	42,786	7,744
060	Mandatory Fringe Benefits	Corresponds to reduction in salaries.				631,593	629,657	1,936

**RECOMMENDATIONS OF THE BUDGET ANALYST FOR  
AMENDMENT OF BUDGET ITEMS  
1993-94**

Department/Division

**87 Community Mental Health**

Page No.	Object	Account Title	Position/ Equipment Number	Number		Amount		Savings
				From	To	From	To	
001	Permanent Salaries					\$6,895,909	\$6,838,646	*
	* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.							
001	Physician		2230	1	0	46,301	0	\$46,301
	The Department has not specified the need for this new half-time position to maintain services. The 50 existing physicians and physician specialists should be used.							
001	Assistant Director		2246	2	2	139,478	128,516	10,962
	Reduce salaries for savings that would accrue for six months pending selection of sites and lease approvals for the Mission and Chinatown integrated services centers.							
060	Mandatory Fringe Benefits					1,672,168	1,669,427	2,741
	Corresponds to reduction in salaries.							
001	Permanent Salaries					1,597,713	1,589,936	*
	* The recommended reduction in Permanent Salaries - Misc. is the total of the following specific recommendations regarding individual classifications.							
001	Contract Compliance Officer		2992	1	1	57,106	49,329	7,777
	Reduce to reflect actual department request.							

### AMENDMENT OF BUDGET ITEMS

1993-94

## **87 Community Mental Health**

### Total Recommended Reductions

**BUDGET REVIEW FORM  
REVENUE/EXPENDITURE SUMMARY**

Page  
2071

Department/Division: 97 General City Responsibilities

Budget Detail:  
Budget Summary:

	FY 1992-93 Budget	Mayor's FY 1993-94 Budget	Change	Percent Change
<b>Mayor's Revenue Amounts:</b>				
General Fund Dept. Revenue			\$0	n/a
General Fund Unallocated	25,536,007	25,366,709	(169,298)	-0.7
Other Departmental Revenue			0	n/a
Subtotal, Mayor's Budget	<u>\$25,536,007</u>	<u>\$25,366,709</u>	<u>(\$169,298)</u>	<u>-0.7 %</u>
<b>Adjustments:</b>				
Supplemental Appropriations			\$0	n/a %
Recoveries			0	n/a
Other Revenues			0	n/a
<b>Total Revenues</b>	<b>\$25,536,007</b>	<b>\$25,366,709</b>	<b>(\$169,298)</b>	<b>-0.7 %</b>
<b>Expenditure Amounts:</b>				
Mayor's Budgeted Expenditures	\$25,536,007	\$25,366,709	(\$169,298)	-0.7 %
Supplemental Appropriations			0	n/a
Recoveries			0	n/a
Other Expenditures			0	n/a
<b>Total Expenditures</b>	<b>\$25,536,007</b>	<b>\$25,366,709</b>	<b>(\$169,298)</b>	<b>-0.7 %</b>
<b>Mayor's Listed Positions:</b>				
Permanent	8.0 *	0.0	-8.0	-100.0 %
Temporary			0.0	n/a
Work Order			0.0	n/a
Subtotal, Mayor's Budget	<u>8.0</u>	<u>0.0</u>	<u>-8.0</u>	<u>-100.0 %</u>
<b>Adjustments (FTE):</b>				
Overtime/Temporary	0.00	0.00	0.00	n/a %
Supplemental Appropriations			0.00	n/a
Salary Savings	(0.13)	0.00	0.13	(100.00)
Other Adjustments			0.00	n/a
<b>Total FTE</b>	<b>7.87</b>	<b>0.00</b>	<b>(7.87)</b>	<b>(100.00) %</b>

\* These 8 positions, operating the Employee Assistance Program, have transferred to the Department of Public Health.

**RECOMMENDATIONS OF THE BUDGET ANALYST FOR**  
**AMENDMENT OF BUDGET ITEMS**  
**1993-94**

Department/Division: 97 - General City Responsibilities

**Financial Data:**

The General City Responsibilities proposed \$25,366,709 budget for 1993-94 is \$169,298 or 0.7 percent less than the original 1992-93 budget of \$25,536,007.

**Department Expenditure Reductions:**

There are no significant increases for objects of expenditure for General City Responsibilities for 1993-94.

**Comments:**

1. The General City Responsibilities budget is comprised of general responsibilities not covered by other City departments. The programs included for the General City Responsibilities proposed 1993-94 budget of approximately \$25.4 million consist of the following:

<u>Health Services Subsidy</u>	\$15,635,852
This subsidizes the cost of health coverage for the retired employees and for their surviving spouses of active and retired employees of the General Fund departments.	
<u>Judgement and Claims</u>	4,200,000
To cover the estimated judgment and claims costs for all General Fund City departments.	
<u>Controller - Data Processing</u>	4,631,767
General Fund data processing costs not attributable to specific departments.	
<u>Fees and Other Compensation</u>	410,000
Provides Attorney's fees and other trial costs, such as expenses associated with expert and other witnesses, for Capital Murder Cases prosecuted against indigent defendants. These cases are frequently protracted and complicated.	
<u>Other Services</u>	489,090
Includes administrative costs for processing unemployment insurance claims, costs of Dental administration, fingerprinting expenses, tuition reimbursement, Controller's single audit costs, childcare MOU costs and a new request of \$75,000 for the Juvenile Justice Tracking System, an integrated computerized system, among the six juvenile justice agencies, that tracks juvenile offenders.	
Total	<hr/> \$25,366,709



**RECOMMENDATIONS OF THE BUDGET ANALYST FOR**  
**AMENDMENT OF BUDGET ITEMS**  
**1993-94**

Department/Division: **97 - General City Responsibilities**

2. Costs of the Employee Assistance Program are no longer included in this budget but have been transferred to the Department of Public Health.

**RECOMMENDATIONS OF THE BUDGET ANALYST FOR**  
**AMENDMENT OF BUDGET ITEMS**  
**1993-94**

Department/Division

**97 General City Responsibilities**

Page No.	Object	Account Title	Position/ Equipment	Number		Amount		Savings
			Number	From	To	From	To	
<u>General Fund (309138)</u>								
2073	040	Fees and Other Compensation Reduce to actual 1992-93 expenditure level adjusted by a cost of living factor for 1993-94.				\$410,000	\$265,200	\$144,800
2073	064	Dental Administration To delete funds which are included in other departmental budgets and therefore are double budgeted.				79,062	0	79,062
Total Recommended Reductions								\$223,862

**BUDGET REVIEW FORM  
REVENUE/EXPENDITURE SUMMARY**

Page

1

Department/Division: 99 Capital & Facilities Maintenance Projects      Budget Detail:  
Budget Summary:

	FY 1992-93 Budget	Mayor's FY 1993-94 Budget	Change	Percent Change
<b>Mayor's Revenue Amounts:</b>				
General Fund	\$3,869,400	\$5,688,100	\$1,818,700	47.0
Special Revenue Funds	147,743,163	177,332,619	29,589,456	20.0
Other Departmental Revenue			0	n/a
Subtotal, Mayor's Budget	\$151,612,563	183,020,719	\$31,408,156	20.7 %
<b>Adjustments:</b>				
Supplemental Appropriations			\$0	n/a %
Recoveries			0	n/a
Other Revenues			0	n/a
<b>Total Revenues</b>	\$151,612,563	\$183,020,719	\$31,408,156	20.7 %
<b>Expenditure Amounts:</b>				
Mayor's Budgeted Expenditures	\$151,612,563	\$183,020,719	\$31,408,156	20.7 %
Supplemental Appropriations			0	n/a
Recoveries			0	n/a
Other Expenditures			0	n/a
<b>Total Expenditures</b>	\$151,612,563	\$183,020,719	\$31,408,156	20.7 %
<b>Mayor's Listed Positions:</b>				
Permanent			0.0	n/a %
Temporary			0.0	n/a
Work Order			0.0	n/a
Subtotal, Mayor's Budget	0.0	0.0	0.0	n/a %
<b>Adjustments (FTE):</b>				
Overtime/Temporary			0.00	n/a %
Supplemental Appropriations			0.00	n/a
Salary Savings			0.00	n/a
Other Adjustments			0.00	n/a
<b>Total FTE</b>	0.00	0.00	0.00	n/a %

**RECOMMENDATIONS OF THE BUDGET ANALYST FOR  
AMENDMENT OF BUDGET ITEMS  
1993-94**

Department/Division: **99 - Capital and Facility Maintenance Projects**

**Financial Data:**

The General Fund Capital and Facility Maintenance Projects proposed \$5,688,100 budget for 1993-94 is \$1,818,700 or 47.0 percent greater than the original 1992-93 budget of \$3,869,400.

The Special Revenue funded Capital and Facility Maintenance Projects proposed \$177,332,619 budget is \$29,589,456, or 20.0 percent more than the original 1992-93 budget of \$147,743,163.

**Summary of Budgeted Activities:**

<u>Fund</u>	<u>FY 1992-93 Budget</u>	<u>FY 1993-94 Recommendations</u>	<u>Increase (Decrease)</u>	<u>Percent Change</u>
<u>General Fund</u>	\$3,869,400	\$5,688,100	\$1,818,700	47.00%
<u>Special Revenue Funds</u>				
Off-Street Parking	\$110,000	\$410,000	\$300,000	272.73%
Building Inspection Fund	125,000	0	(125,000)	-100.00%
Open Space Fund	8,030,000	6,565,000	(1,465,000)	-18.24%
Candlestick Park Fund	3,700,000	0	(3,700,000)	-100.00%
Marina Yacht Harbor	250,000	255,840	5,840	2.34%
Rec & Park Revenue	1,953,100	3,856,200	1,903,100	97.44%
Yerba Buena Center	3,101,538	3,201,899	100,361	3.24%
Convention Facilities	0	2,165,900	2,165,900	100.00%
War Memorial	899,300	1,150,775	251,475	27.96%
Airport Operating Fund	2,235,000	2,302,000	67,000	3.00%
Airport Capital Improvement Fund	3,145,100	4,098,342	953,242	30.31%
Transit Impact Dev Fund	3,730,000	0	(3,730,000)	-100.00%
Water Operating Fund	23,867,500	15,500,700	(8,366,800)	-35.06%
Hetch Hetchy	16,831,000	10,651,000	(6,180,000)	-36.72%
Port Operating Fund	692,825	652,945	(39,880)	-5.76%
Clean Water Program Operating Fd	7,035,800	7,387,600	351,800	5.00%
Clean Water State Loan Funds	32,200,000	0	(32,200,000)	-100.00%
Sewer Revenue Bonds - 1988	4,800,000	32,308,691	27,508,691	573.10%
Clean Water Bond	33,430,000	59,250,163	25,820,163	77.24%
1992 GGP Infrastructure Bond	0	7,609,000	7,609,000	100.00%
Laguna Honda Operating Fund	235,400	481,800	246,400	104.67%

Special Revenue Funds (cont'd)

<u>Fund</u>	<u>FY 1992-93 Budget</u>	<u>FY 1993-94 Recommendations</u>	<u>Increase (Decrease)</u>	<u>Percent Change</u>
Hospital Operating Fund	930,000	1,795,768	865,768	93.09%
1976 Sewer Bond Fund	0	4,455,156	4,455,156	100.00%
Sewer Bonds	0	10,659,940	10,659,940	100.00%
Municipal Railway	441,600	373,900	(67,700)	-15.33%
Interest Accumulation	<u>0</u>	<u>2,200,000</u>	<u>2,200,000</u>	100.00%
Subtotal	<u>\$147,743,163</u>	<u>\$177,332,619</u>	<u>\$29,589,456</u>	20.03%
Total	\$151,612,563	\$183,020,719	\$31,408,156	20.72%

Comments:

1. The Capital Improvement Advisory Committee (CIAC) received requests from departments for \$85,709,435 in General Fund Capital and Facility Maintenance Projects. The CIAC prioritized these funding requests into the following ten priority categories:

- 101 Continuing Projects
- 102 Life-Safety/Health
- 103 Exterior Preservation-Cost Avoidance
- 104 Property Protection-Cost Avoidance
- 105 Mechanical/Electrical-Cost Avoidance
- 106 Preservation of Interiors-Cost Avoidance
- 107 Mechanical/Electrical-Functional Needs
- 109 Existing Facilities Improvement (Except Interiors)
- 110 Improvement of Interiors
- 111 New Facilities

2. In reviewing the Capital and Facility Maintenance Projects Budget, the CIAC made the following priorities:

- a. to set aside funds for disabled access surveys and remedial work pursuant to the Americans with Disabilities Act; and,
- b. to preserve funding levels for maintenance of General Fund-supported buildings.

The CIAC advises that should additional funds for Capital and Facility Maintenance Projects be forthcoming, these funds would be used to augment various routine facility maintenance budgets.

3. Significant Expenditure Reductions and Increases

Of the proposed Special Revenue Fund Capital and Facility Maintenance Project Funds, the following contain significant reductions from 1992-93 to 1993-94. The Chief Administrative Officer has provided the following explanations of these reductions and their impact on services.

1. Open Space Fund: Decrease of \$1,465,000, from \$8,030,000 to \$6,565,000.

The current year's level of funding is need-based. Funds for 1993-94 are budgeted based on estimated costs for 1993-94, and therefore the reduced level of funding will have no significant impact on services.

2. Candlestick Park Fund: Decrease of \$3,700,000, from \$3,700,000 to \$0.

The Controller has changed the funding source for Candlestick Park from the Candlestick Park Fund to the Recreation & Park Revenue Fund. Budgeted expenditures for Candlestick Park, which are included in the Recreation & Park Revenue Fund are approximately \$2,950,000 for FY 1993-94 of the \$3,856,200 leaving \$906,200 for other Recreation & Park projects.

3. Transit Impact Development Fund: Decrease of \$3,730,000, from \$3,730,000 to \$0.

The Department made no request for capital project funds in FY 1993-94.

4. Water Operating Fund: Decrease of \$8,366,800, from \$23,867,500 to \$15,500,700.

As this fund is an enterprise fund, the decrease reflects the Water Department's discretionary reduction in capital expenditures for FY 1993-94.

5. Hetch Hetchy: Decrease of \$6,180,000, from \$16,831,000 to \$10,651,000.

As this fund is an enterprise fund, the decrease reflects the Hetch Hetchy Project's discretionary reduction in capital expenditures for FY 1993-94.

6. Clean Water State Loan Funds: Decrease of \$32,200,000, from \$32,200,000 to \$0.

For the FY 1993-94, State bonds replace State loans; hence, this fund will be eliminated.

Of the proposed Special Revenue Fund Capital and Facility Maintenance Project funds, the following would increase significantly from 1992-93 to 1993-94. These increases result from anticipated bond issues in FY 1993-94.

1. Convention Facilities: Increase of \$2,165,900, from \$0 to \$2,165,900.
2. Sewer Revenue Bonds 1988: Increase of \$27,508,691, from \$4,800,000 to \$32,308,691.
3. Clean Water Bond: Increase of \$25,820,163, from \$33,430,000 to \$59,250,163.
4. 1992 Golden Gate Park Infrastructure Bond: Increase of \$7,609,000, from \$0 to \$7,609,000.
5. Sewer Bonds: Increase of \$10,659,940, from \$0 to \$10,659,940.



The attachment to this report itemizes General Fund Capital and Facility Maintenance Projects and the Mayor's recommended funding levels totaling \$5,688,100 as well as Special Revenue Funds and the Mayor's recommended funding levels totaling \$177,332,619.

**RECOMMENDATIONS OF THE BUDGET ANALYST FOR**  
**AMENDMENT OF BUDGET ITEMS**  
**1993-94**

Department/Division

**99 Capital and Facility Maintenance Projects**

Page No.	Fund	Account Title	Project Number	Number		Amount		Savings
				From	To	From	To	
15	02302	Convention Facilities * The recommended reduction in Convention Facilities is the total of the following specific recommendations regarding individual projects.				\$2,165,900	\$340,000	*
15		Moscone Airwall Maintenance	30101			100,000	0	100,000
15		Moscone Cross Connection	23001			81,000	0	81,000
15		Civic Auditorium - Various Repairs	23601			53,000	0	53,000
15		Moscone - Exterior Concrete Repair	23401			56,500	0	56,500
15		Moscone Restroom Upgrades	23201			361,100	0	361,100
15		Moscone - Roll-Up Doors	30001			145,000	0	145,000
15		Moscone - Interior Painting	23101			530,000	0	530,000
15		Moscone - Movable Walls	23301			499,300	0	499,300
		Reduction of capital expenditures to a level consistent with the allocation of Hotel Tax revenues.						
12	02224	Marina Yacht Harbor * The recommended reduction in Marina Yacht Harbor is the total of the following specific recommendation regarding an individual project.				155,840	100,000	*
12		Miscellaneous Facilities Maintenance Reduction because work will be done on an in-house basis.	20301			155,840	100,000	55,840

RECOMMENDATIONS OF THE BUDGET ANALYST FOR  
AMENDMENT OF BUDGET ITEMS  
1993-94

Department/Division

99 Capital and Facility Maintenance Projects

Page No.	Fund	Account Title	Project Number	Number		Amount		Savings
				From	To	From	To	
1	02221	Open Space and Park Renovation This adjustment corrects the Mayor's Budget as submitted to the Board of Supervisors.	80701			0	275,000	<u>(275,000)</u>
		Total Recommended Reductions						<u>\$1,881,740</u>
		Total Mayor's Clerical Errors						(275,000)

CITY & COUNTY OF SAN FRANCISCO  
CAPITAL BUDGET BY DEPT PRIORITY  
FISCAL YEAR 1993-94

PAGE: 1

IBPREP REPORT 1782  
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DEPT  
PRIORITY

CIAC  
PRIORITY

CIP

PROJECT/WORKPHASE  
TITLE

DEPARTMENT  
REQUEST

MAYORS  
RECOMMENDED

RESP DEPT: 01 BOARD OF SUPERVISORS

FUND GP/FD: 01001 GENERAL FUND

\*\*\*\*\* YEAR 1 \*\*\*\*\*

YEAR 1 TOTAL

RESP DEPT: 02 ASSESSOR

FUND GP/FD: 01001 GENERAL FUND

\*\*\*\*\* YEAR 1 \*\*\*\*\*

YEAR 1 TOTAL

RESP DEPT: 03 CITY ATTORNEY

FUND GP/FD: 01005 GENERAL FUND-PROJECT

\*\*\*\*\* YEAR 1 \*\*\*\*\*

YEAR 1 TOTAL

RESP DEPT: 04 DISTRICT ATTORNEY

FUND GP/FD: 01001 GENERAL FUND

\*\*\*\*\* YEAR 1 \*\*\*\*\*

YEAR 1 TOTAL

RESP DEPT: 06 SHERIFF

FUND GP/FD: 01005 GENERAL FUND-PROJECT

\*\*\*\*\* YEAR 1 \*\*\*\*\*

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DEPT PRIO	CIC PRIO	CIP	PROJECT/WORKPHASE NO. TITLE	DEPARTMENT REQUEST	MAYORS RECOMMENDED
04	102	FM	22401 HOJ-INSTALL MUFFIN MONSTER	80,100	0
05	102	FM	22501 JA 3-TRIUM CEILING REPAIRS	95,300	0
06	105	FM	29401 JA 3-ELEVATOR REPLACEMENT	633,800	0
07	110	FM	36601 JA 3-IMPROVE ATTORNEY'S ROOM	225,600	0
YEAR 1 TOTAL				1,521,900	117,300

RESP DEPT: 08 TREASURER-TAX COLLECTOR

FUND GP/FD: 01001 GENERAL FUND

\*\*\*\*\* YEAR 1 \*\*\*\*\*

01	102	CI	98501 CH-RM 110-SECURITY/OFFICE IMPS	87,100	0
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YEAR 1 TOTAL

FUND GP/FD: 01005 GENERAL FUND-PROJECT

\*\*\*\*\* YEAR 1 \*\*\*\*\*

02	106	FM	20101 CH-RM 107-INTERIOR PAINTING	72,400	0
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YEAR 1 TOTAL

RESP DEPT: 09 CONTROLLER

FUND GP/FD: 01005 GENERAL FUND-PROJECT

\*\*\*\*\* YEAR 1 \*\*\*\*\*

01	102	FM	36701 240 VAN NESS-PARAPET REPAIR	30,000	0
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YEAR 1 TOTAL

RESP DEPT: 10 SUPERIOR COURT

FUND GP/FD: 01001 GENERAL FUND

\*\*\*\*\* YEAR 1 \*\*\*\*\*

01	101	FM	49401 VAR COURTS-MISC FAC MAINT PROJ	132,300	32,300
05	106	FM	39501 CH-RM 317-PAINT OFFICE AREA	9,900	0
02	109	CI	93501 CH-4TH FLOOR AIR CONDITIONING	389,300	0
03	110	FM	25501 CH-RM 418-COURTROOM/CHANDERS REHO	705,100	0
04	110	FM	25401 CH-REPLACE COURTROOM DOORS	21,400	0

YEAR 1 TOTAL

RESP DEPT: 11 MUNICIPAL COURT

1,250,000 32,300

CITY & COUNTY OF SAN FRANCISCO  
CAPITAL BUDGET BY DEPT PRIORITY  
FISCAL YEAR 1993-94

IBPREP REPORT :782  
RUN DATE: 1-JUN-1993 TIME: 2:52AM

DEPT PRIORITY CIAC PRIORITY  
PROJECT/WORKPHASE TITLE  
NO.

DEPARTMENT REQUEST  
MAYORS RECOMMENDED

FUND GP/F0: 01005 GENERAL FUND-PROJECT

\*\*\*\*\* YEAR 1 \*\*\*\*\*

DEPT PRIORITY	CIAC PRIORITY	PROJECT/WORKPHASE TITLE	NO.	FUND GP/F0: 01005 GENERAL FUND-PROJECT	DEPARTMENT REQUEST	MAYORS RECOMMENDED
02	101	VAR COURTS-MISC FAC MAINT PROJ	35501		57,800	23,600
01	110	VAR COURT FACS-MINOR MODIFICATION	20801		17,000	0
03	110	HOJ-COURTROOMS/CHAMBERS-RENOVATIO	20601		191,400	0
04	110	CH-COURTROOMS-REFURB WOODWORK	20201		52,000	0
YEAR 1 TOTAL					318,200	23,600

RESP DEPT: 12 JUVENILE COURT

FUND GP/F0: 01001 GENERAL FUND

\*\*\*\*\* YEAR 1 \*\*\*\*\*

DEPT PRIORITY	CIAC PRIORITY	PROJECT/WORKPHASE TITLE	NO.	FUND GP/F0: 01001 GENERAL FUND	DEPARTMENT REQUEST	MAYORS RECOMMENDED
05	102	YGC-FIRE ALARM SYSTEM	49801		214,500	186,700
06	102	YGC-ASBESTOS ABATEMENT	49701		1,518,000	127,300
07	102	YGC-HEALTH & SAFETY PROJECTS	52501		156,000	0
15	102	YGC-SEC LIGHTING SYSTEM	31901		335,000	0
16	102	HVR-BACKFLOW DEVICES	50901		30,500	0
29	102	GYNS-REPAIR/REPLACE TOILETS	52401		10,000	0
37	102	YGC-SECURITY CONTROL SYSTEM	29901		431,100	0
42	102	COTTAGES-RAD HEATING SYS REPLACE	59001		3,753,200	0
33	103	LCR-EXTERIOR PAINTING	49501		90,800	0
38	103	HVR-EXTERIOR PAINTING	51601		173,200	0
41	104	YGC-REPLACE METAL DOORS	51801		11,500	0
04	105	YGC-HEATING & VENTILATION	50401		1,631,500	686,000
14	105	YGC-HOT WATER SYSTEM HEATING VENT	50601		31,500	0
18	105	YGC-HEAT EXCHANGERS	51901		85,000	0
31	105	YGC-LAUNDRY/KITCHEN REPLACEMENT	29701		105,000	0
39	106	YGC-REPAIR MINOR FLOOR CRACKS	29301		13,500	0
11	109	YGC-FENCING & GROUNDS	29401		790,700	0
10	110	YGC-COTTAGE MODIFICATIONS	50501		232,500	0
17	110	YGC-DIGABLE ACCESS	50501		3,411,200	0
30	110	YGC-REHAB SVC BLOC AUDITORIUM	50701		105,000	0
24	111	LCR-ALTERNATIVE WATER SOURCE	96701		235,000	0
YEAR 1 TOTAL					13,172,700	1,000,000

FUND GP/F0: 01005 GENERAL FUND-PROJECT

\*\*\*\*\* YEAR 1 \*\*\*\*\*

DEPT PRIORITY	CIAC PRIORITY	PROJECT/WORKPHASE TITLE	NO.	FUND GP/F0: 01005 GENERAL FUND-PROJECT	DEPARTMENT REQUEST	MAYORS RECOMMENDED
01	101	YGC-MISC FAC MAINT PROJ	31101		265,000	198,100
02	101	LCR-MISC FAC MAINT PROJ	31201		88,000	25,400
03	101	HVR-MISC FAC MAINT PROJ	26701		50,000	16,900
20	102	LCR-ASBESTOS ABATEMENT	38501		13,000	0
21	102	HVR-REPLACE FIRE ALARM SYSTEM	37401		250,000	0
34	102	LCR-REPLACE SEMER LINES	35901		304,500	0



DEPT PRIO	CIAC PRIO	CIP	PROJECT/WORKPHASE NO. TITLE	DEPARTMENT REQUEST	MAYORS RECOMMENDED
35	102	CI	61701 LCR-EMERGENCY ELECTRICAL SYSTEM	62,000	0
09	103	CI	67401 YGC-RECONSTRUCT ROOF AREAS	624,600	0
13	103	FM	32101 YGC-PAINTING	787,500	0
25	103	FM	32301 YGC-ROOF AREA-SHEET METAL PAINTIN	852,000	0
36	103	FM	20401 HVR-VAR REHAB PROJECTS	94,200	0
19	105	FM	35801 LCR-SEHAGE PLANT MODIFICATIONS	1,382,000	0
26	105	FM	38301 YGC-ELEC SVC MODIFICATIONS	410,000	0
27	105	FM	32401 LCR-ACCESS ROAD-PUMP STATION	85,000	0
28	105	FM	29801 LCR-VISITORS RESTROOM-DISABLED AC	34,200	0
37	105	FM	38201 YGC-BOILER SYS-BURNER CONTROLS	549,000	0
12	107	FM	38101 LCR-SEHAGE TRTMT FAC-FUEL TANK	229,500	0
23	109	FM	29901 YGC-REHAB GYMS	1,872,400	0
37	111	FM	35401 LCR-FUEL STORAGE TANK	126,200	0
YEAR 1 TOTAL				8,079,100	240,400

RESP DEPT: 13 ADULT PROBATION

FUND GP/FD: 01001 GENERAL FUND

\*\*\*\*\* YEAR 1 \*\*\*\*\*

01	110	FM	22901 HOJ-RM 36-OFF REMODELING	61,200	0
YEAR 1 TOTAL				61,200	0

RESP DEPT: 25 MAYOR

FUND GP/FD: 01005 GENERAL FUND-PROJECT

\*\*\*\*\* YEAR 1 \*\*\*\*\*

01	101	FM	29601 ELLA HILL HUTCH CTR-MISC FAC MAI	135,500	0
02	101	FM	29501 YOUNG COMM DEVELOP-EXT PRESERV	47,500	0
03	103	FM	36801 EXTERIOR PRESERVATION-ROOFS	28,000	0
D4	103	FM	40001 COMM YOUTH FOUND-FOUNDATION REPAI	10,000	0
YEAR 1 TOTAL				221,000	0

RESP DEPT: 27 AIRPORT

FUND GP/FD: 30001 AIRPORT OPERATING FUND

\*\*\*\*\* YEAR 1 \*\*\*\*\*

01	101	FM	45001 UTILITIES-FAC MAINT	650,000	650,000
02	101	FM	20001 AIRFIELD-FACILITIES MAINTENANCE	550,000	550,000
03	101	FM	30001 TERMINAL-FAC MAINT	700,000	700,000
D4	101	FM	50001 AIRPORT SUPPORT-FAC MAINT	200,000	200,000
05	101	FM	40001 GROUNDSDSIDE-FAC MAINT	202,000	202,000

CITY & COUNTY OF SAN FRANCISCO  
CAPITAL BUDGET BY DEPT PRIORITY  
FISCAL YEAR 1993-94

IBPREP REPORT 1782  
RUN DATE: 1-JUN-1993 TIME: 2152AM

DEPT PRIO	CIAC PRIO	CIP	PROJECT/WORKPHASE NO. TITLE	DEPARTMENT REQUEST	MAYORS RECOMMENDED
YEAR 1 TOTAL					
				2,302,000	2,302,000

FUND GP/FD: 30700 AIRPORT-CAPITAL IMPROVEMENT FUND

\*\*\*\*\* YEAR 1 \*\*\*\*\*

06	101	CI	75001	GROUNDSTOE IMPROVEMENTS	4,098,342	4,098,342
YEAR 1 TOTAL						
				4,098,342	4,098,342	

RESP DEPT: 28 ART COMMISSION

FUND GP/FD: 01001 GENERAL FUND

\*\*\*\*\* YEAR 1 \*\*\*\*\*

05	101	FM	22501	GALLERY-MISC FAC MAINT PROJECTS	8,500	7,900
06	101	FM	20801	VAR LOCS- MONUMENT RENAB	27,500	10,000
07	101	FM	21101	MAINTENANCE OF MONUMENTS	10,000	0
01	102	FM	21501	MISSION-HEALTH/SAFETY/FIRE	240,300	0
02	102	FM	21701	SSF OPERA-HEALTH/SAFETY/FIRE	243,000	0
03	102	FM	22001	WEST ADD-HEALTH/SAFETY/FIRE	113,300	0
04	102	FM	22201	SOMA-HEALTH/SAFETY/FIRE	577,500	0
08	102	FM	34401	155 GROVE-PARAPET REPAIR (FCH)	107,600	0
09	110	FM	21601	MISSION-MISC REPAIRS	1,231,000	0
10	110	FM	21801	SSF OPERA-MISC REPAIRS	95,900	0
11	110	FM	22101	WEST ADD-MISC REPAIRS	407,200	0
12	110	FM	22301	SOMA-MISC REPAIRS	434,200	0
YEAR 1 TOTAL					3,496,000	17,900

FUND GP/FD: 01005 GENERAL FUND-PROJECT

\*\*\*\*\* YEAR 1 \*\*\*\*\*

02	101	FM	32201	CULT FAC-MISC FAC MAINT PROJ	300,000	53,100
YEAR 1 TOTAL						
				300,000	53,100	

RESP DEPT: 31 FIRE DEPARTMENT

FUND GP/FD: 01005 GENERAL FUND-PROJECT

\*\*\*\*\* YEAR 1 \*\*\*\*\*

01	101	FM	29301	MISC FAC MAINT PROJ (FCH)	425,000	225,600
YEAR 1 TOTAL						
				425,000	225,600	

RESP DEPT: 32 HETCH HETCHY PROJECT

DEPT PRIO	CIAC PRIO	CIP	PROJECT/HORSEPHASE NO. TITLE	DEPARTMENT REQUEST	MAYORS RECOMMENDED
FUND GP/FD: 33001 HATCH HETCHY OPERATING FUND					
***** YEAR 1 *****					
01	101	FM	38001 HATCH HETCHY BLDGS-MAINT/REP	476,000	476,000
01	101	FM	39101 ENVIRONMENTAL COMPLIANCE	0	420,000
01	101	FM	39201 ASBESTOS SURVEY	0	300,000
01	101	FM	38201 RESURFACE ROADS	0	75,000
02	101	CI	66001 TUN & P/L-HOC TO ALAMEDA-REPAIRS	160,000	160,000
03	101	CI	67001 RESURFACE ROADS-HETCH HETCHY	75,000	0
04	101	CI	76202 SAN JOAQUIN PIPELINE NO.2	100,000	100,000
05	101	CI	80301 STREET LIGHTING-REPAIR/REPLACE	600,000	600,000
06	101	CI	80601 MUNI FAC-ELECT ENERGY RETROFITS	300,000	300,000
07	101	CI	86701 MOCCASIN & EARLY INT FILTRATION	100,000	100,000
08	102	CI	82001 ASBESTOS REMEDIATION	300,000	0
09	102	CI	83101 SADDLE REP.HOC	1,790,000	1,790,000
10	102	CI	80501 FUEL TANK REMEDIATION	250,000	0
11	102	CI	87901 ENVIRONMENT COMPLIANCE	420,000	0
12	104	CI	80201 HOLM PENSTOCK SLOPE STABILIZATION	250,000	250,000
13	105	CI	77401 OLD MOCCASIN POWERHOUSE REHAO	1,800,000	900,000
14	105	CI	85101 TURBINE GEN-RENOVATE/REPLACE	1,600,000	1,600,000
15	105	CI	85701 MUNI FAC-GAS ENERGY RETROFITS	50,000	50,000
16	105	CI	86201 PHR DIST & CONH FAC-RESTORE	75,000	75,000
17	105	CI	87701 REWIND OF BOTH HOC GEN	2,200,000	1,300,000
18	105	CI	82801 MPH EXCITATION	620,000	420,000
19	105	CI	87801 O'SHAUGNESSY DIS REPAIRS	200,000	200,000
20	110	CI	88001 REPLACE INSUL MOCCASIN LINES 3&4	250,000	250,000
21	110	CI	88301 CANYON PENS VALUE REPLACE	200,000	200,000
22	110	CI	88901 RADIO SYS IMPROVE	200,000	200,000
23	110	CI	88801 GENERA BREAKERS HOLM PH	200,000	200,000
24	110	CI	86301 GENERATOR ELECT CONDITION MONITOR	200,000	200,000
25	110	CI	88401 AUTO SHOP IMPROVE	65,000	65,000
26	110	CI	88201 REPLACE HIRE TO O'S DAM	50,000	50,000
27	110	CI	72401 MOCCASIN PAINT TRANS	350,000	350,000
28	111	CI	89001 STUDY & DESIGN REPLACE CAN PS	200,000	0
--- YEAR 1 TOTAL				13,101,000	10,651,000

RESP DEPT: 35 MUNICIPAL RAILWAY

FUND GP/FD: 31001 MUNICIPAL RAILWAY OPERATING

\*\*\*\*\* YEAR 1 \*\*\*\*\*

01	101	FM	22501 MISC FAC MAINT PROJ	547,800	290,800
02	101	FM	20101 TRACKS/ROADBEDS-REPAIRS/RESTOR	156,500	83,100
YEAR 1 TOTAL				704,300	373,900

RESP DEPT: 36 PARKING & TRAFFIC COMMISSION

DEPT PRIORITY CIAC PRIORITY PROJECT/WORKPHASE TITLE DEPARTMENT REQUEST MAYORS RECOMMENDED

FUND GP/FD: 02071 OFF STREET PARKING

\*\*\*\*\* YEAR 1 \*\*\*\*\*

DEPT PRIORITY	CIAC PRIORITY	PROJECT/WORKPHASE	TITLE	DEPARTMENT REQUEST	MAYORS RECOMMENDED
06	101	FM	MISC FAC MAINT PROJ	110,000	110,000
10	101	FM	GARAGE CONDITION ASSESSMENT	150,000	150,000
12	106	CI	ADA COMPLIANCE-CITY GARAGES	25,000	25,000
11	110	FM	MOSCONE-NEW REV CONTROL EQUIP	125,000	125,000
YEAR 1 TOTAL				410,000	410,000

FUND GP/FD: 02091 SPECIAL GAS TAX STREET IMPVT FUND

\*\*\*\*\* YEAR 1 \*\*\*\*\*

DEPT PRIORITY	CIAC PRIORITY	PROJECT/WORKPHASE	TITLE	DEPARTMENT REQUEST	MAYORS RECOMMENDED
01	102	CI	TRAFFIC CONTROL DEVICES	95,000	0
02	102	CI	NEW TRAFFIC SIGNALS	1,699,900	0
03	102	CI	INTERSECT RECHANNELIZATION	569,900	0
04	102	CI	RAISED REFLECTIVE PAVEMENT MARKER	400,000	0
05	102	CI	FREEMAY DIVERSION GUIDANCE	10,000	0
07	102	CI	AMR ST CIR-M00 SOUTH/EAST RAMP	260,000	0
09	102	CI	NEW TRAFFIC SIGNALS (NON-MUTCD)	280,000	0
YEAR 1 TOTAL				3,314,800	0

RESP DEPT: 38 POLICE COMMISSION

FUND GP/FD: 01001 GENERAL FUND

\*\*\*\*\* YEAR 1 \*\*\*\*\*

DEPT PRIORITY	CIAC PRIORITY	PROJECT/WORKPHASE	TITLE	DEPARTMENT REQUEST	MAYORS RECOMMENDED
01	101	FM	MISC FAC MAINT PROJECTS (FCH)	100,000	134,800
01	102	FM	VAR STAS-MINOR HEALTH & SAFETY	68,000	0
03	102	FM	NORTHERN-CORRECT VENT PROBLEMS	224,500	25,000
04	102	FM	PARK-VARIOUS MINOR REPAIRS	14,300	0
10	102	FM	HQJ-CRIME LAB-EXHAUST SYSTEM	93,500	0
36	102	FM	ACADEMY-HIVAC REPAIRS	620,000	0
53	102	FM	MISSION-SECURITY LIGHTING	1,500	0
54	102	FM	MCCLAREN STABLES-STALLS-VENT SYSTE	10,000	0
02	103	FM	VAR STAS-STRUCT REPAIRS (FCH)	200,000	0
42	103	FM	MISSION-ROOF REPLACEMENT	99,000	0
44	103	FM	POTRERO-REPAIR LEAKING ROOF	81,700	0
46	103	FM	JUVENILE-ROOF REPAIR (FCH)	89,300	0
51	103	FM	JUVENILE-VAR MINOR REPAIRS	46,700	0
50	105	FM	VAR STAS-ELECTRONIC BALLAST INST	7,000	0
15	106	FM	HQJ-VAR-REPL LINOLEUM FLOORING	100,000	0
17	106	FM	NORTHERN-GUN CABINET/PAINTING	28,400	0
39	106	FM	HQJ-VAR OFFICES-INTERIOR PAINTING	165,000	0
43	106	FM	MISSION-REPAIR WATER DAMAGE	8,600	0
49	106	FM	GGP STABLES-MINOR IMPROVEMENTS	205,000	0
35	109	FM	ACADEMY-REPAIR BUILDING WIRING	350,000	0

DEPT PRIO	CIAC PRIO	CIP	PROJECT/HORSE NO. TITLE	DEPARTMENT REQUEST	MAYORS RECOMMENDED
05	110	FM	22401 SOUTHERN-ENTRY PORTAL	79,000	0
07	110	FM	25101 HOJ-SOUTHERN-WOMEN'S FACILITIES	112,000	0
08	110	FM	26501 NORTHERN-WOMEN'S FACILITIES	79,000	0
09	110	FM	28601 INGLESDALE-WOMEN'S FACILITIES	52,000	0
10	110	CI	80401 HOJ-POLICE COMMISSION-AOA	591,000	0
14	110	FM	37201 HOJ-OATA CTR-UNIT POWER SYSTEM	310,900	0
20	110	CI	80101 HOJ-NEW CRIME LAB	15,000	0
22	110	FM	25001 HOJ-SOUTHERN-BATHROOM	36,000	0
30	110	CI	80301 INGLESDALE-INSTALL 2ND STAIRWAY	36,000	0
31	110	FM	26501 INGLESDALE-REPLACE WINDOWS	93,000	0
32	110	FM	27301 REPAVE SGT JOHN V YOUNG LANE	37,000	0
34	110	FM	23501 ACADEMY-INTERIOR PAINTING	12,000	0
38	110	FM	MISSION-SALLY PORT ROOF	32,200	0
40	110	CI	80201 CENTRAL-WOMEN'S FACILITIES	79,000	0
41	110	FM	CENTRAL-PAINTING	85,000	0
47	110	FM	GGP STABLES-PAINTING/OEF MAINT	75,600	0
55	110	CI	POLICE STAS-AOA ACCESSIBILITY	545,000	0
YEAR 1 TOTAL				4,782,200	159,800

FUND GP/F0: 01005 GENERAL FUND-PROJECT

\*\*\*\*\* YEAR 1 \*\*\*\*\*

11	105	FM	29701 PARK-REPAIR ELECTRICAL FACILITIES	50,000	0
YEAR 1 TOTAL				50,000	0

RESP DEPT: 39 PORT

FUND GP/F0: 34001 SF HARBOR OPERATING FUND

\*\*\*\*\* YEAR 1 \*\*\*\*\*

01	101	CI	62501 MAINTENANCE OREGING	283,750	283,750
03	101	FM	22701 MATERIALS LAB MAINTENANCE	5,095	5,095
04	101	FM	20301 MAINTAIN RR TRACK FACILITIES	45,000	45,000
08	101	FM	22801 STORMWATER POLLUTION CONTROL	20,800	20,800
05	102	FM	21301 GROUNDWATER MONITORING-70- 94- 98	84,500	84,500
06	102	FM	21501 ASBESTOS OPERATING/MAINT PGM	21,000	21,000
02	104	FM	22601 PIER 94/% TRUCK SCALE REPAIRS	21,000	21,000
09	104	CI	61701 PIER 35-EAST & WEST-OREGING	146,800	146,800
07	109	FM	21101 ENHANCEMENT OF TENANT'S SPACE	25,000	25,000
YEAR 1 TOTAL				652,945	652,945

RESP DEPT: 41 PUBLIC LIBRARY

FUND GP/F0: 01001 GENERAL FUND

\*\*\*\*\* YEAR 1 \*\*\*\*\*

DEPT PRIORITY	CTAC PRIORITY	CIP	PROJECT/WORKPHASE NO.	TITLE	DEPARTMENT REQUEST	MAYORS RECOMMENDED
01	101	FM	51001	MISC FAC MAINT PROJ	115,000	120,300
09	103	FM	40601	LIB OFFICE BUILDING-PAINTING	125,000	0
02	104	FM	26001	BRANCHES-SECURITY LIGHTING	82,000	0
06	104	FM	33001	MARINA-INSTALL SEC FENCE	19,300	0
07	109	FM	33201	MARINA-PATIO/COURTYARD BENCHES	10,500	0
08	109	FM	33301	ANZA-RESURFACE COURTYARDS	16,000	0
03	110	FM	32801	EXCELSIOR-REPLACE CARPETING	103,200	0
YEAR 1 TOTAL					471,000	120,300

FUND GP/FD: 01005 GENERAL FUND-PROJECT

\*\*\*\*\* YEAR 1 \*\*\*\*\*

05	102	FM	30401	VAR LOC-SHIFTY ENTRANCE DOORS	33,000	0
15	102	CI	81501	MAIN-3RD FLOOR FIRE ESCAPE	279,000	0
12	103	FM	32901	MARINA-ROOF REPLACEMENT	74,900	0
14	103	FM	34301	MAIN LIB-EXTERIOR PAINTING	259,000	0
04	105	FM	21001	MISSION-REPLACE BOILER	48,000	0
11	105	FM	33901	MAIN-SORTING RM-VENT SYS	15,800	0
13	105	FM	35801	MARINA-RENOVATE HEATING SYSTEM	227,000	0
10	106	FM	21601	REPLACE TO INSTALL FLOOR TILES	50,000	0
YEAR 1 TOTAL					986,700	0

RESP DEPT: 42 RECREATION AND PARK COMMISSION

FUND GP/FD: 02221 OPEN SPACE AND PARK RENOVATION

\*\*\*\*\* YEAR 1 \*\*\*\*\*

04	102	FM	23201	ASBESTOS/HAZ MAT ABATEMENT	50,000	50,000
08	104	FM	24801	VAR LOC-UPGRADE EXISTING LIGHTING	80,000	80,000
24	104	CI	67901	VAR LOC-INSTALL FENCING	50,000	50,000
07	105	FM	24401	VAR LOC-AUTOMATIC IRRIGATION	100,000	100,000
05	109	FM	24101	JAPANESE PEACE PLAZA-REPAIR	50,000	50,000
06	109	FM	24301	WEST PORTAL P/G-RENOVATION	50,000	50,000
23	109	CI	67701	NATURAL AREAS MANAGEMENT PLAN	100,000	100,000
03	110	FM	23101	FACILITY ACCESS IMPROVE PROGRAM	50,000	50,000
10	110	FM	25701	PORTER HILL GYM/REC CTR	190,000	190,000
18	110	CI	65601	RANDALL JR MUS-IMPROVEMENTS	50,000	50,000
00	111	CI	80201	BROOKS PARK ACQUISITION	100,000	0
01	111	FM	20901	VAR LOC-COMMUNITY GARDENS	50,000	50,000
02	111	FM	22501	PRECITA PARK-PLAY APPARATUS/TREES	61,500	61,500
09	111	FM	25201	CHINESE/FOLSOM P/G-REHABILITATE	100,000	100,000
11	111	FM	30101	CORONADO PLAYGROUND	100,000	100,000
12	111	FM	30201	GLEN PARK TENNIS COURTS	20,000	20,000
13	111	FM	30301	HERZ PLAYGROUND	10,000	10,000
14	111	FM	30401	MOUNTAIN LAKE PARK	155,000	155,000
15	111	FM	30501	SILVER TERRACE PLAYGROUND	25,000	25,000



OEPT PRIO	CIAC PRIO	CIP	PROJECT/WORK NO. TITLE	DEPARTMENT REQUEST	MAYORS RECO/MENDE
16	111	FM	30601 WEST SUNSETPLAYGROUND	60,000	60,000
17	111	CI	64501 RICHMOND COMMUNITY CTR-DEVELOP	650,000	650,000
19	111	CI	66901 SOUTH OF MARKET PARK	800,000	800,000
20	111	CI	67301 CHINATOWN PARK	750,000	750,000
21	111	CI	67501 ACQUIRE NATURAL AREAS	1,403,500	1,403,500
22	111	CI	67601 REGIONAL TRAILS DEVELOPMENT	50,000	50,000
25	111	CI	69101 MISSION OIST PARK ACQUISITION	750,000	750,000
26	111	CI	78901 ALIOTO MINI PARK-DESIGN	15,000	15,000
27	111	CI	80001 BONVIEW LOTS	50,000	110,000
28	111	CI	80001 BRENNSTER/FRANCONIA ACQ	25,000	25,000
29	111	CI	80301 MULLEN PERALT ACQUISITION	100,000	100,000
30	111	CI	80401 CHINATOWN PARK LIBRARY	120,000	120,000
31	111	CI	80501 SOCCER FELD DEVELOPMENT	300,000	300,000
32	111	CI	80601 CITYHIDE TRANSPORTATION PGM	140,000	140,000
YEAR 1 TOTAL					6,565,000

FUND GP/FD: 02224 MARINA YACHT HARBOR

\*\*\*\*\* YEAR 1 \*\*\*\*\*

01	101	FM	20301 MISC FAC MAINT PROJ	155,840	155,840
02	102	FM	20801 HARBOR DREDGING	100,000	100,000
YEAR 1 TOTAL					255,840

FUND GP/FD: 02229 SPECIAL REC. & PARK REVENUE FUND

\*\*\*\*\* YEAR 1 \*\*\*\*\*

00	101	CI	60001 STRUC COMP-INSP/MAINT PGM	60,000	0
00	101	FM	20001 MISC FAC MAINT PROJ	750,000	750,000
01	101	FM	21301 REV FAC-MISC FAC MAINT PROJ	150,000	100,000
01	101	FM	30101 MISC FAC MAINT PROJECT	1,101,000	312,700
02	101	FM	20201 MATHER-MISC FAC MAINT PROJ	150,000	150,000
02	101	FM	55601 ZOO-MISC FAC MAI	250,000	28,500
03	101	FM	21201 GOLF-MISC FAC MAINT PROJ	150,000	100,000
03	101	FM	28401 PARKS/SQUARES-FE	60,000	16,600
04	101	FM	REPAIR/MAINTAIN	260,000	44,200
05	101	FM	31401 ZOO-FENCE REPAIR	33,000	17,500
06	101	FM	55701 ZOO-HALKWAY/ROAD	30,000	11,100
11	101	FM	30301 SIGEMALK REPAIRS	150,000	0
08	102	FM	24501 ASBESTOS ABATEMENT	3,809,600	0
10	102	FM	59501 PORTOLA/HABITAT	2,550,000	25,600
12	102	CI	80701 BAYVIEW POOL-SEI	276,800	0
23	102	FM	42301 GORILLA WORLD-HE	115,400	0
09	103	FM	30201 ROOFING PROJECTS	3,170,000	0
17	103	FM	44301 ZOO-EXTERIOR PRE	318,900	0
20	103	FM	24001 KEZAR PAVILLON-R	437,700	0
104	104	CI	61901 PERIMETER SECURITY FRNCING	100,000	0
14	104	CI	80301 INSTALL SECURITY	200,000	0

DEPT PRIO	CIAC PRIO	CIP	PROJECT/WORK/PHASE NO. TITLE	DEPARTMENT REQUEST	MAYORS RECOMMENDED
03	105	FM	PARKING LOT MAINTENANCE	100,000	0
04	105	CI	MATHER-WATER/SEWER SYS IMPS	150,000	0
05	105	FM	GOLF COURSE IRRIGATION	1,000,000	0
10	105	FM	ENERGY CONSERVATION	154,400	0
12	105	FM	VAR LOCS-REHAB B	333,000	0
13	105	FM	REHAB LIGHTING S	200,000	0
15	105	FM	GAS CONSERVATION	91,000	0
16	105	FM	POOLS-MODIFY VEN	252,200	0
23	105	FM	ZOO-REPLACE COHO	15,700	0
22	106	FM	RANGELL MUSEUM-D	57,200	0
25	106	FM	ZOO-DOOR REPLACE	579,600	0
29	106	FM	DOOR REPLACEMENT	388,000	0
02	109	CI	IMPROVEMENT PROGRAM	2,200,000	2,200,000
06	109	FM	MATHER-HOUSING REHAB	200,000	100,000
07	109	FM	UNION SQ GARAGE-RENOVATION PGM	230,000	0
19	109	FM	REHAB EMBARCADER	115,400	0
21	109	FM	MONUMENT/STATUE	265,000	0
26	109	FM	COIT RECONSTRUCTION	133,600	0
27	109	FM	GGP TENNIS COURT	53,000	0
07	110	FM	DISABLED ACCESS	468,800	0
29	111	CI	ZOO-VEHICLE STOR	799,700	0
YEAR 1 TOTAL				21,911,000	3,856,200

FUND GP/FD: 05622 1992 GGP INFRASTRUCTURE BD FO

\*\*\*\*\* YEAR 1 \*\*\*\*\*

01	101	CI	GGP BOND PROGRAM-REQUEST #1	7,609,000	7,609,000
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YEAR 1 TOTAL

RESP DEPT: 45 SOCIAL SERVICES

FUND GP/FD: 01001 GENERAL FUND

\*\*\*\*\* YEAR 1 \*\*\*\*\*

01	101	FM	MISC FAC MAINT PROJ	110,000	21,100
03	102	FM	150 OTIS-PARAPET REPAIR	122,000	0
02	103	FM	150 OTIS-BASEMENT-WATERPROOF/PAIN	23,600	0
13	103	FM	150 OTIS-REPAIR ROOF	371,000	0
12	105	FM	170 OTIS-LIGHT MGMT SYS RELAYS	28,000	0
14	105	FM	150 OTIS-HEATING LINES	278,200	0
15	105	FM	170 OTIS-POOR AIR DISTRIBUTION	12,000	0
04	106	FM	150 OTIS-REPLACE FLOORING	111,300	0
07	106	FM	150 OTIS-INTERIOR PAINTING	429,400	0
08	106	FM	170 OTIS-WATERPROOF PATIO OOR	132,000	0
09	106	FM	170 OTIS-CEILING TILES	224,700	0
05	109	FM	150 OTIS-INCREASE ELEC CAPACITY	115,000	0
06	110	FM	150 OTIS-RENOVATE BATHROOMS	678,500	0

DEPT PRIO	CIA PRIO	CIP	PROJECT/WORKPHASE NO. TITLE	DEPARTMENT REQUEST	MAYORS RECOMMENDED
10	110	FM	48101 170 OTIS-ENLARGE TEL OPS ROOM	113,000	0
11	110	FM	48401 170 OTIS-WAITING RM COUNTERS	102,300	0
YEAR 1 TOTAL				2,851,000	21,100

FUNO GP/FD: 01005 GENERAL FUNDO-PROJECT

***** YEAR 1 *****					
16	103	FM	20901 150 OTIS-PIGEON GUARDS	10,700	0
18	105	FM	21701 150 OTIS-WATER SUPPLY SYS IMPS	266,900	0
19	109	FM	40301 150 OTIS-REPLACE WINDOWS	413,900	0
17	110	FM	21401 150 OTIS-9TH FLOOR-OFFICE AREA IM	285,100	0
YEAR 1 TOTAL				976,600	0

RESP DEPT: 46 WAR MEMORIAL

FUNO GP/FD: 02303 WAR MEMORIAL SPECIAL FUNDO

***** YEAR 1 *****					
01	101	FM	52301 MISC FAC MAINT PROJ	100,000	100,000
02	102	CI	ESP2 RELATED RENOVATIONS	6,260,800	695,700
07	102	FM	HERBST-STAGE EQUIP GROUNDING	130,000	0
06	103	FM	DAVIES-REPLACE ROOF	261,800	0
03	104	FM	DAVIES-RETROFIT BLDG MGMT SYS	250,000	250,000
08	105	FM	OPERA HSE-HERBST-SEMER FLOOR ORAI	29,800	0
09	105	FM	DAVIES/OP HSE-FRONT HOUSE POWER	157,000	0
04	107	CI	OP HSE/VETS-MAIN ELEC OIST SYS	2,203,500	105,075
05	107	CI	OP HSE/VETS-REPL DRINK WATER SYS	310,350	0
10	109	FM	VETS/OP HSE-SNALL PASS ELEVATORS	159,000	0
YEAR 1 TOTAL				9,862,250	1,150,775

RESP DEPT: 47 WATER DEPARTMENT

FUNO GP/FD: 32001 WATER DEPT OPERATING FUNDO

***** YEAR 1 *****					
02	101	FM	30001 BUILDINGS/GROUNDOS-PREVENT MAINT	600,000	600,000
05	101	CI	NEW SVCS & METERS	1,100,000	1,100,000
15	101	CI	REPLACE CUSTOMER METER	135,000	135,000
17	101	CI	NEW WATER MAINS	250,000	250,000
51	101	CI	SYSTEM VALV OPER & MAINT PROGRAM	160,000	160,000
52	102	CI	FACILITY ENVIRON COMPLIANCE PROG	350,000	350,000
53	102	CI	REGOL CHEM STOR TANKS POLHEMUS	118,700	118,700
54	102	CI	SUNOL AQUEOUCT OECOMMISSIONING	150,000	150,000
55	102	CI	REPL FLANGEOUT CONNECT BOPL #1 & #2	75,000	75,000
56	102	CI	ENVIRON COMPLIANCE AUDIT	200,000	200,000

DEPT PRIO	CIAC PRIO	CIP	PROJECT/WORKPHASE NO. TITLE	DEPARTMENT REQUEST	MAYORS RECOMMENDED
03	104	CI	60901 CONSTRUCT/RESTORE FENCES	50,000	50,000
09	104	CI	60501 DEFINE R/W & PROPERTY LINES	480,000	480,000
16	104	FM	30301 DAM SAFETY MONITORING	66,000	66,000
18	104	CI	60701 WATERSHED LAND-EROSION CONTROL	200,000	200,000
04	105	FM	29801 DIESEL ENGINE-MAINT/REPAIR	150,000	150,000
06	105	CI	60301 INSTALL GATE VALVES	225,000	225,000
07	105	CI	60801 INSTALL DRAIN AND AIR VALVES	105,000	105,000
08	105	CI	66201 RELOCATE/REALIGN SERVICES	210,000	210,000
10	105	CI	66101 RELOCATE/REALIGN WATER MAINS	210,000	210,000
20	105	CI	79901 VAR PUMP STA-EQUIPMENT HOIST	50,000	50,000
23	105	CI	60601 CONSTRUCT FEEDER MAINS	1,050,000	1,050,000
24	105	FM	29901 FACILITY INSPECTION/MAINTENANCE	800,000	800,000
25	105	CI	79401 HYDRO STAS-PORT GEN PLUG-IN	455,000	455,000
26	105	FM	30201 CATHODIC PROTECTION SYSTEM-MAINT	230,000	230,000
27	105	CI	60401 P/L CATHODIC PROTECTION	300,000	300,000
59	105	CI	84201 REPL GATE VAL BADEN PUMP STATION	281,000	281,000
60	105	CI	84401 SUNSET SUPPLY LINE-REPL FLANGES	105,000	105,000
01	109	FM	27901 VAR LOG-BLOG MAINT AND REPAIR	540,000	540,000
12	109	CI	80601 WATER RECLAMATION IMPROVEMENTS	700,000	700,000
13	109	CI	80701 WATERSHED MANAGEMENT PLANS	562,500	562,500
19	109	CI	66601 GRADE-RESURFACE ROADS	55,000	55,000
21	109	CI	79601 INSTALL SCADA SYSTEM	2,000,000	2,000,000
13	110	CI	84301 CITY MICROHAVE COMMUNIC SYSTEM	20,000	20,000
61	110	CI	84301 ADA COMPLIANCE SFHO FACIL	230,000	230,000
11	111	CI	80001 GROUNDWATER DEVELOPMENT	500,000	500,000
14	111	CI	76401 WATER QUALITY PLANNING STUDY	1,000,000	1,000,000
48	111	CI	82601 DISINFECTION SYSTEM TOWN OF SUNOL	100,000	100,000
50	111	CI	82801 HATCH HATCHERY WATER TREATMENT PLAN	1,500,000	1,500,000
57	111	CI	83701 BERNAL HEIGHTS DISTR SYSTEM	100,000	100,000
58	111	CI	83801 SOLIOS HANDLING SYSTEM SNL (STUDY	87,500	87,500
YEAR 1 TOTAL				15,500,700	15,500,700
RESP DEPT: 60 ACADEMY OF SCIENCES					
FUNO GP/FD: 01001 GENERAL FUNO					
***** YEAR 1 *****					
01	101	FM	20901 MISC FAC MAINT PROJECTS	395,900	395,900
04	102	FM	53101 FIRE PROTECTION SYSTEM	1,541,400	1,541,400
03	103	FM	52601 ACADEMY-ROOF REPLACEMENT	628,500	0
05	103	FM	54301 EXTERIOR HALL WATERPROOFING	174,900	0
06	103	FM	53501 BELOW GRADE WATERPROOFING	120,000	0
12	103	FM	54501 RUSTING MCC CENTERS	4,500	0
02	105	FM	24101 FISH ROUNDABOUT RENOVATION	605,700	0
09	105	FM	29801 AQUARIUM-PENTHOUSE-HEADTANKS	222,600	0
11	105	FM	30001 AQUARIUM-REPAIR PUMPS & FILTERS	333,900	0
12	105	FM	30201 AQUARIUM-MASTER PNEUMATIC CONT SY	167,000	0
08	106	FM	53601 INTERIOR PAINTING	206,500	0

DEPT PRIO	CIAC PRIO	CIP	PROJECT/WORKPHASE NO. TITLE	DEPARTMENT REQUEST	MAYORS RECOMMEND
YEAR 1 TOTAL					
FUNO GP/F0: 01005 GENERAL FUNO-PROJECT					
***** YEAR 1 *****					
07	103	FM	22101 MEYER/SINSON-FACADE REPAIRS	244,900	0
10	103	FM	26501 AQUARIUM-CEILING-STRUCT REPAIRS	778,400	0
YEAR 1 TOTAL					
RESP DEPT: 61 FINE ARTS MUSEUMS					
FUNO GP/F0: 01001 GENERAL FUNO					
***** YEAR 1 *****					
01	101	FM	21401 MISC FAC MAINT PROJECTS	190,000	55,400
03	102	FM	32201 DEYOUNG/ASIAN SEC CONTROL CENTER	200,000	0
09	102	FM	59001 LOK-REMOVE U/G FUEL TANK	54,400	0
10	102	FM	59401 DEYOUNG-TEMP SEISMIC SHORING	1,572,000	0
02	104	FM	30101 DEYOUNG-SECURITY CONTROL SYSTEM	210,000	0
05	104	FM	31701 DEYOUNG-SMOKE DETECT/FIRE ALARM	383,300	0
06	104	FM	31801 DEYOUNG-ART STORAGE/FIRE SUPPRESS	242,100	0
04	105	FM	31501 DEYOUNG-EMERG ELEC SYSTEM	255,200	0
07	105	FM	32401 DEYOUNG-RETROFIT ONE CHILLER	75,000	0
08	105	FM	31601 DEYOUNG-TEMP/HUMIDITY SYSTEMS	186,000	0
YEAR 1 TOTAL					
RESP DEPT: 62 ASIAN ART MUSEUM					
FUNO GP/F0: 01001 GENERAL FUNO					
***** YEAR 1 *****					
01	101	FM	29201 MISC FAC MAINT PROJECTS	158,200	27,700
YEAR 1 TOTAL					
FUNO GP/F0: 01005 GENERAL FUNO-PROJECT					
***** YEAR 1 *****					
02	105	CI	80601 HVAC-RENOVATION & ASBESTOS ABATE	1,475,700	0
03	105	FM	20701 CONDUIT REPLACEMENT	20,000	0
YEAR 1 TOTAL					
RESP DEPT: 70 CHIEF ADMINISTRATIVE OFFICER					

CITY & COUNTY OF SAN FRANCISCO  
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DEPT  
CIP  
PRIO

CIAC  
PRIO

PROJECT/WORKPHASE  
NO.  
TITLE

FUND GP/FD: 01005 GENERAL FUND-PROJECT

\*\*\*\*\* YEAR 1 \*\*\*\*\*

01	101	FM	36001	FACILITIES CONDITION MONITORING	365,000	248,400
04	101	CI	67301	GO BOND PROGRAM DEVELOPMENT	350,000	0
02	110	FM	40201	DISABLED ACCESS MODIFICATIONS	2,000,000	2,000,000
03	110	FM	41001	CH-DISABLED MODIFICATIONS	124,000	0

YEAR 1 TOTAL

2,839,000

FUND GP/FD: 02301 YERBA BUENA CENTER

\*\*\*\*\* YEAR 1 \*\*\*\*\*

05	101	CI	70001	LOW INCOME HOUSING	3,414,297	3,201,699
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YEAR 1 TOTAL

3,414,297

RESP DEPT: 71 REAL ESTATE

FUND GP/FD: 01001 GENERAL FUND

\*\*\*\*\* YEAR 1 \*\*\*\*\*

01	102	FM	38201	450 MCALLISTER-LIFE SAFETY	882,000	0
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YEAR 1 TOTAL

882,000

RESP DEPT: 74 MEDICAL EXAMINER/ CORONER

FUND GP/FD: 01001 GENERAL FUND

\*\*\*\*\* YEAR 1 \*\*\*\*\*

05	105	FM	55001	HOJ-REPLACE AIR DOORS	37,000	0
01	110	FM	48901	HOJ-TOX LAB-EXPAND FACILITIES	144,200	0
02	110	FM	54701	HOJ-MED EX COURTHM-CEILING TILES	56,100	0
03	110	FM	54001	HOJ-REPLACE SAFE DOOR	72,400	0
04	110	FM	54901	HOJ-RESURFACE TERAZZO FLOORS	34,500	0

YEAR 1 TOTAL

344,400

RESP DEPT: 75 ELECTRICITY

FUND GP/FD: 01001 GENERAL FUNO

\*\*\*\*\* YEAR 1 \*\*\*\*\*

05	102	FM	33401	INSTALL EMERG GENERATOR	300,000	0
06	102	FM	55401	CENTRAL RADIO STA-VAR REPAIRS	36,400	0



DEPT  
PRIORITY

CIAC  
PRIORITY

PROJECT/WORKPHASE  
NO. TITLE

DEPARTMENT  
REQUEST

MAYORS  
RECOMMENDED

07 102 FM 55201 TRAILER RENOVATION 22,300 0  
03 106 FM 55301 CFAS-VARIOUS REPAIRS 35,800 0  
10 109 FM 38701 SIREN PURCH & INSTALLATION 28,400 0  
02 110 FM 55101 RENOVEL RADIO SERVICE SHOP 409,500 0  
01 111 CI 96301 NEW FACILITY-BUREAU OF TELECOMM 998,400 0

YEAR 1 TOTAL

1,830,800 0

FUND GP/FD: 01005 GENERAL FUND-PROJECT

\*\*\*\*\* YEAR 1 \*\*\*\*\*

04 101 FM 24301 MISC FAC MAINT PROJ 33,000 13,700  
11 102 FM 36501 ANTENNA TOWERS 130,000 0  
09 104 FM 22601 INSTALL INTRUSION ALARM SYSTEM 141,500 0  
03 110 FM 32501 OISABLEO ACCESS 52,500 0

YEAR 1 TOTAL

357,000 13,700

RESP DEPT: 76 ANIMAL CARE AND CONTROL

FUND GP/FD: 01001 GENERAL FUND

\*\*\*\*\* YEAR 1 \*\*\*\*\*

01 101 FM 59301 MISC FAC MAINT PROJECTS 20,000 7,000  
02 105 FM 44601 ELEVATOR MODIFICATIONS 42,000 0

YEAR 1 TOTAL

62,000 7,000

RESP DEPT: 80 REGISTRAR

FUND GP/FD: 01001 GENERAL FUND

\*\*\*\*\* YEAR 1 \*\*\*\*\*

01 105 FM 51101 CITY HALL-ELEVATOR REPAIR 81,900 0  
YEAR 1 TOTAL 81,900 0

FUND GP/FD: 01005 GENERAL FUND-PROJECT

\*\*\*\*\* YEAR 1 \*\*\*\*\*

02 110 FM 30301 CHI-RM 150-OFFICE RENOVATIONS 294,300 0  
YEAR 1 TOTAL 294,300 0

RESP DEPT: 83 COMMUNITY HEALTH SERVICES

FUND GP/FD: 01001 GENERAL FUND

DEPT  
PRIORITY

CIAC  
PRIORITY

PROJECT/WORKPHASE  
NO. TITLE

CIP

DEPARTMENT  
REQUEST

HAYORS  
RECOMMENDED

\*\*\*\*\* YEAR 1 \*\*\*\*\*

08	102	FM	57701	101 GROVE-EMERG LIGHTING/POMER	98,900	0
05	103	FM	57901	101 GROVE-ROOF ANALYSIS/REPAIR	21,000	0
15	103	FM	46901	VAR LOCS-EXTERIOR PRESERVATION	268,485	0
19	103	FM	58001	101 GROVE-ROOF ANCHORS	17,400	0
06	105	FM	27401	101 GROVE-HVAC-MOODS & REPLACEMENT	321,400	0
07	105	FM	57601	101 GROVE-INTERIOR ELEC SERVICE	250,635	0
10	105	FM	58101	101 GROVE-STREET DOOR MOODS	60,300	0
11	105	FM	58201	101 GROVE-SIDEWALK REPAIR	60,300	0
12	105	FM	58401	101 GROVE-HINDOOR/DOOR APPLIANCES	78,015	0
16	105	FM	59701	VAR LOCS-HVAC SYSTEM REPAIR	416,850	0
04	110	FM	31101	101 GROVE-AUDITORIUM EGRESS	181,200	0
13	110	FM	31301	101 GROVE-LIGHTING UPGRADE	50,100	0
14	110	FM	58601	101 GROVE-EXPAND OFFICE SPACE	299,250	0

YEAR 1 TOTAL

2,123,835

0

FUND GP/FD: 01005 GENERAL FUND-PROJECT

\*\*\*\*\* YEAR 1 \*\*\*\*\*

01	101	FM	37301	U/G STORAGE TANK TESTING	27,800	27,800
01	101	FM	31401	HEALTH CTRS-MISC FAC MAINT PROJ	201,000	75,300
02	101	FM	31501	VAR LOC-MISC FAC MAINT PROJ	75,000	27,200
02	102	FM	20501	VAR LOCS-U/G TANK SITE ASSESS	778,500	0
03	102	FM	33401	101 GROVE-EMERGENCY POWER	135,200	0
18	105	FM	38701	HCI-REPLACE EXTERIOR DOORS	44,300	0
09	110	FM	30901	VAR HEALTH CTRS-DISABLED ACCESS	127,470	0
17	111	CI	61801	HEALTH CTRS/CLINICS-MASTER PLAN	315,000	0

YEAR 1 TOTAL

1,704,270

130,300

RESP DEPT: 85 LAGUNA HONDA

FUND GP/FD: 37001 LAGUNA HONDA OPERATING FUND

\*\*\*\*\* YEAR 1 \*\*\*\*\*

01	101	FM	35001	MISC FAC MAINT PROJ	900,000	199,300
02	102	FM	37001	EMERGENCY REPAIR TO F HING	282,500	282,500
03	102	FM	25401	FIRE SAFETY SYSTEM REPLACEMENT	365,300	0
04	102	FM	20901	ASBESTOS ABATEMENT	2,615,000	0
05	110	FM	26001	ACCESS MODIFICATIONS	250,000	0
06	110	FM	38001	RADIOLOGY EQUIPMENT REPLACEMENT	1,137,000	0

YEAR 1 TOTAL

5,549,800

481,800

RESP DEPT: 86 SAN FRANCISCO GENERAL HOSPITAL

CITY & COUNTY OF SAN FRANCISCO  
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DEPT PRIORITY	CIAC PRIORITY	CIP	PROJECT/WORKPHASE NO. TITLE	DEPARTMENT REQUEST	MAYORS RECOMMEND
FUNO GP/FO: 36001 HOSPITAL OPERATING FUNO					
***** YEAR 1 *****					
01	101	FM	20001 HISC FAC MAINT PROJ	1,837,500	891,760
21	102	FM	21101 OR LIGHTS-H2- H3- TRAUMA	72,000	0
22	102	FM	21201 OR LIGHTS-H4- H6	115,000	0
24	102	FM	21401 SE SLIDING DOORS	40,000	0
29	102	FM	21901 PSYCH INPATIENT UNIT REMODEL	1,932,000	0
30	102	FM	22101 REPLACE FIRE ALARM SYSTEM	275,600	0
32	102	FM	22301 FUNCTIONAL REMODEL-REHAB DEPT	69,600	0
33	102	FM	22601 SEC WINDOOS-MEDICAL SOCIAL SVCS	15,000	0
39	102	FM	23201 BLDG 10/100-FIRE SAFETY HOODS	329,800	0
51	102	FM	24801 VARIOUS HEALTH/SAFETY PROJECTS	17,800	0
54	102	FM	25101 ASBESTOS ABATEMENT	500,000	0
15	103	FM	20501 REPLACE ROOFS	154,000	0
35	103	FM	22801 WINDOOW SASH REPAIRS/PAINTING	1,020,600	0
50	103	FM	24701 ROOF/PARAPET REPAIRS	63,000	0
20	104	FM	21001 MEO CTR-SECURITY DOOR LOCK	167,000	0
61	104	CI	80001 SECURITY LIGHTING-PARKING AREAS	262,000	0
65	104	CI	80701 PROVIDE SEC FENCING & GATES	49,500	0
17	105	FM	20701 EXIST ELEV-BLOGS 10- 20- 30	310,000	0
31	105	FM	22201 COOLING SYSTEM-RETUBE CHILLER	119,100	0
40	105	FM	23301 POWER USE-ATR COMPS-OUTSIDE INTAK	73,100	0
43	105	FM	23601 POWER PLANT-INSTALL COOLING TOWER	197,000	0
48	105	FM	24201 MECHANICAL/ELECTRICAL SYSTEMS	66,500	0
53	105	FM	25001 REPLACE SWITCH GEAR	136,500	0
57	105	FM	25401 MEDICAL GAS & VACUUM OUTLETS	114,000	0
64	105	CI	67701 PATH-INSTALL FUME HOODS	123,600	0
52	106	FM	24901 HALL/FLOOR PROBLEMS	52,500	0
14	109	FM	20201 ELEVATORS-DISABLED ACCESS	145,000	0
16	109	FM	20601 ELEV 12-INSTALL NEW CAB & EQUIP	349,600	0
19	109	FM	20901 MEO CTR-ELEV SHAFT 14-CAB & EQUIP	414,800	0
41	109	FM	23401 PARKING AREA IMPROVEMENTS	85,000	0
44	109	FM	23701 PATH-INST ATR CONO	145,000	0
49	109	FM	24501 HOSPITAL VENTILATION SYSTEM	1,907,900	0
02	110	CI	80201 MASTER PLAN UPDATE	200,000	200,000
03	110	CI	80301 CARIOLOGY REMODEL	80,000	80,000
04	110	CI	80401 BLOG 90/IC PHLEBOTOMY	44,000	0
05	110	CI	80501 EXPANSION OF STEP DOWN UNIT	300,000	300,000
06	110	CI	80601 30 DIAGNOSTIC CTR	100,000	64,000
07	110	CI	80701 ICU EXPANSION	100,000	100,000
08	110	CI	80801 SH REMODEL OF GYM UNIT	500,000	0
09	110	CI	80901 OR LIGHTS	50,000	50,000
10	110	CI	81001 PATIENT ACCESS UNIT	115,000	115,000
12	110	CI	81201 ANESTHESIA/CARIOLOGY	100,000	15,000
18	110	FM	20801 REMODEL 1ST FLOOR-BLOG 100/200/30	1,595,700	0
23	110	FM	21301 NUCLEAR MEDICINE FILM PROCESSOR	4,200	0
25	110	FM	21501 7L CHART RM-SIUK INSTALLATION	10,000	0
26	110	FM	21601 OR NURSING STA/MEO ROOM REMODEL	80,000	0
27	110	FM	21701 REMODEL OR EQUIP RCV/STORAGE	15,000	0

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28	110	FM	21801 TRANS NURS MOVE/RENOVATE	200,000	0
34	110	FM	22701 ADMIN AREA-COMPLETE SHELLD AREA	459,400	0
36	110	FM	22901 NURSES STATIONS-RENOVATION	582,600	0
37	110	FM	23001 NURSING & ADMIN- OFFICES	495,700	0
38	110	FM	23101 ADDL FOOD SERVICE OFFICES	180,600	0
42	110	FM	23501 ADULT MED CTR-HARD IN	138,600	0
45	110	FM	23801 ANESTHESIA OFF-RELOCATE	212,200	0
46	110	FM	24001 RELOCATE CARDIOLOGY	52,500	0
47	110	FM	24101 RELOCATE PATIENT ED CTR	157,600	0
55	110	FM	25201 RELOCATE CAST ROOM	55,600	0
56	110	FM	25301 CONVERT PATIENT RM TO LEADED RM	83,500	0
58	110	FM	25501 RELOCATE ULTRASOUND UNIT	55,600	0
59	110	FM	25601 CCU-PARTITIONS & DOORS	83,500	0
60	110	FM	35001 OIRECTIONAL SIGN SYSTEM	200,000	0
66	110	FM	COMP SVCS FOR MANAGED CARE	1,999,000	0
62	111	CI	67301 ASSESSMENTS/EXPANSION PLANS	276,000	0
63	111	CI	67401 STRUCT ASSESS/IMPROVE PLANS	250,000	0
YEAR 1 TOTAL				19,936,300	1,795,768

RESP DEPT: 87 COMMUNITY MENTAL HEALTH

FUND GP/FD: 01005 GENERAL FUND-PROJECT

\*\*\*\*\* YEAR 1 \*\*\*\*\*

01	101	FM	31301 MISC FAC MAINT PROJ	149,200	0
04	101	FM	38001 REDWOOD-MISC FAC MAINT PROJ	239,200	8,300
11	101	FM	31701 ALEMANY/SUNSET-MISC FAC MAINT PRO	280,000	2,700
07	103	FM	37901 REDWOOD-EXTERIOR PRESERVATION	105,100	0
09	103	FM	28701 REDWOOD-RECONSTRUCT PATIO DECK	61,530	0
12	103	FM	22101 DIST 5 MHC-PATTON SHELTER	29,400	0
10	105	FM	28801 REDWOOD-HOT WATER TANK	32,000	0
08	106	FM	REH000--REPLACE FLOOR COVERING	62,700	0
06	107	FM	ALEMANY-NEW HEATER	33,900	0
02	110	FM	RENOVATE CLIN SPACE-TOM SMITH	1,000,000	0
03	110	CI	CASARC CLINIC RENOVATION	200,000	0
05	110	CI	DIST 5 MHC-ROOM ADDITION	1,262,600	0
YEAR 1 TOTAL				3,555,630	11,000

RESP DEPT: 90 PUBLIC WORKS

FUND GP/FD: 01001 GENERAL FUND

\*\*\*\*\* YEAR 1 \*\*\*\*\*

01	101	FM	21301 MISC FAC MAINT PROJECTS	5,545,400	646,600
24	101	FM	36801 CHILDCARE/COMM CTRS-MISC FAC MAINT	215,400	0
34	101	FM	59401 BBR REVOLVING FUND	100,000	0
04	102	FM	59701 HVAC SURVEY-HOJ	152,000	152,000

DEPT PRIO	CTAC PRIO	CIP	PROJECT/WORKPHASE NO. TITLE	DEPARTMENT REQUEST	MAYORS RECOMMENOE
15	102	FM	28201 BACKFLOW PREVENTION DEVICES	91,700	0
18	102	FM	30701 MINOR ASBESTOS ABATEMENT (BBR)	242,600	0
20	102	FM	30901 SLIOE INVESTS-HAZARDO MIT	450,000	0
22	102	FM	33901 CH-SAFETY/SECURITY MOOS	105,500	0
28	102	FM	47601 CHLO/COMM CTR-HEALTH & SAFETY	116,000	0
29	102	FM	50201 ARMY ST-EMERG GENERATOR	55,100	0
32	102	FM	57401 VAR LOCS-EQ EMERG GAS CUTOFF VALV	220,500	0
35	102	CI	60001 1680 MISSION-EMERGENCY POME	391,500	0
12	103	FM	27901 ARMY ST-REPLACE EAST ROOF	55,100	0
16	103	FM	30401 CH-REPLACE ROOF	266,500	0
27	103	FM	47501 CHLO/COMM CTRS-EXT PRESERV PROJLS	452,500	0
09	105	FM	27601 HOJ-BOILER ROOM-REPLACE FEEO PUMP	21,200	0
14	105	FM	28101 CH-HEATING SYS-REPL RADIATORS/LIN	63,800	0
19	105	FM	30801 HOJ-WORKSHOP-INSTALL EXHAUST HOOD	21,200	0
25	105	FM	30901 HOJ-BOILER-REPL AIR PURGE COMP	23,200	0
30	105	FM	57201 HOJ-5TH FLOOR-CLEAN VENT SYSTEM	121,400	0
36	105	CI	62801 FIRE/POLICE ALARMS IN U/G DISTLS	31,800	0
08	109	FM	27101 HALLIOIE PLAZA-REPAIR BENCHES	51,200	0
11	109	FM	27801 CH-000RS-REPAIR METAL GRILL WORK	179,900	0
23	109	FM	36001 HALLIOIE-REPLACE RAILING	28,600	0
26	109	FM	47401 HL KING-RESURF PLAYGROUND AREA	87,700	0
31	109	FM	57301 ARMY ST-WHEEL CHAIR LIFTS	39,700	0
33	109	FM	57501 HOJ-CLEAR CLOGGED ORAIN LINES	27,600	0
03	110	FM	24901 REMOVE ARCHITECTURAL BARRIERS	373,100	100,000
10	110	FM	27701 CH-STANDAAOIZE OIREDICTIONAL SIGNS	12,900	0
13	110	FM	28001 ARMY-BLOG A-REPLACE FLOORING	71,200	0
17	110	FM	30601 ARMY-BLOG A-REPLACE FLOORING	28,000	0
32	110	FM	33101 CH-REHAB CLOCKS	128,600	0
37	110	CI	60801 PUBLIC TOILET PLACEMENT STUDY	250,000	0
38	111	CI	60901 UNOERGROUNDING UTILITIES	750,000	0
YEAR 1 TOTAL				10,770,900	898,600

FUNO GP/F0: 01005 GENERAL FUNO-PROJECT

\*\*\*\*\* YEAR 1 \*\*\*\*\*

02	101	FM	36501 STEAM LOOP MAINTENANCE PROGRAM	30,300	20,900
44	101	FM	25901 CAPITAL PROJECT ESTIMATES	160,000	0
05	102	FM	35701 ASBESTOS ABATEMENT	2,778,000	200,000
06	102	FM	35601 U/G TANK REPLACEMENT PROGRAM	1,873,600	0
49	103	FM	34401 CH-PAINT EXT WINDOOW SASH	267,000	0
50	103	FM	36101 CH-REPAIR OOME AREA	93,500	0
40	104	FM	27201 ARMY ST-SECURITY LIGHTING	8,500	0
39	105	FM	HOJ-ELEC SYS MOOS	367,300	0
45	105	FM	26801 VAR LOCS-ELEV UPGRAOE/REFURBISH	120,400	0
46	105	FM	CH-REPLACE COLO WATER RISERS	125,000	0
47	105	FM	HOJ-REPLACE OETERIORATED HATER LH	98,200	0
48	105	FM	27201 HOJ-BOILER RN-REPLACE EQUIPMENT	29,100	0
51	105	CI	66301 STEAM LOOP IMPROVEMENTS	1,103,100	0
42	109	FM	23101 ARMY ST-REPL ELEC SERVICE	35,400	0

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07	110	FM	23201 CH-IMPROVE RM 282	339,100	0
41	110	FM	22901 ARMY ST-CARP SHOP-RELOC OUST COLL	105,000	0
43	110	FM	23301 CH-EMPLOYEE'S LUNCH ROOM	415,900	0
YEAR 1 TOTAL				7,927,400	220,900

FUND GP/F0: 02091 SPECIAL GAS TAX STREET IMPVT FUND

\*\*\*\*\* YEAR 1 \*\*\*\*\*

01	102	FM	20001 MONTEREY-WESTGATE TO NORTHGATE	2,560,000	0
04	102	FM	20301 ALEMAN BLVD BULKHEAD	660,000	0
05	102	FM	27201 REPLACE INCANDESCENT STREET LIGHT	1,000,000	0
06	102	FM	27301 REPAIR ROAD/PEO STRUCTURES	680,000	0
07	102	FM	27401 HIGHLAND/RICHLAND SLOPE PROTECTIO	135,300	0
08	102	FM	31201 IRRIGATION IMPROVEMENTS	336,000	0
09	102	FM	31701 STREET TREE RENEWAL PROGRAM	566,000	0
10	102	FM	31801 LANDSCAPE TREE PRUNING	700,000	0
11	102	FM	50101 PEDESTRIAN IMPROVE-PUB PROPS	285,000	0
12	102	FM	52401 3RD ST BRIDGE-ISLAIS-WATERPR/PAIN	89,400	0
13	102	CI	70701 SIDEWALK CURB RAMPS	1,269,700	0
14	102	CI	CITY-AIO ST IMP-ASSESS OISTS	316,000	0
15	102	CI	80001 2531 ARMY (PG&E) LAND PURCH	1,600,000	0
16	102	CI	83101 3RD ST BRIDGE-CHANNEL-REHAB	300,000	0
17	102	CI	85701 IMPROVE/EXTEND STREET LIGHTING	153,900	0
18	102	CI	86101 UNDERGROUND OISTS-STREET LIGHTING	1,537,000	0
19	102	CI	88301 POTRERO-OIVISION TO ARMY-SAFE IMP	420,000	0
20	102	CI	89201 BRIDGES-SEISMIC REINFORCING	3,200,000	0
21	102	CI	89701 4TH ST BRIDGE-CHANNEL-REHAB APPRC	872,900	0
22	102	CI	91201 3RD STREET MEDIAN ISLAND-CONSTR	2,039,900	0
23	102	CI	98901 PORTOLA AT GLENVIEW-PEO O/P	398,100	0
24	102	CI	BOSNORTH-ARLINGTON TO LYELL-SAFET	294,000	0
25	102	CI	99101 BERNAL HTS STREET IMPS	620,000	0
02	109	FM	20101 GREAT HIGHWAY-LINCOLN TO FULTON	2,560,000	0
03	109	FM	20201 STREET RESURFACING PROGRAM	10,700,000	0
YEAR 1 TOTAL				33,293,200	0

FUND GP/F0: 35001 CLEAN WATER OPERATING FUND

\*\*\*\*\* YEAR 1 \*\*\*\*\*

01	101	FM	30101 SEWER SYSTEM-REPAIR/REPLACEMENT	7,387,600	7,387,600
YEAR 1 TOTAL				7,387,600	7,387,600

FUND GP/F0: 35525 INTEREST ACCUMULATION

\*\*\*\*\* YEAR 1 \*\*\*\*\*

01	111	CI	90101 SUNNYDALE PROJECT	2,200,000	2,200,000
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DEPT  
PRIORITY

CIAC  
PRIORITY

PROJECT/HORRPHASE  
NO. TITLE

DEPARTMENT  
REQUEST

MAYORS  
RECOMMENDEO

YEAR 1 TOTAL

FUND GP/FD: 35895 1976 SEMER BOND FUHO

\*\*\*\*\* YEAR 1 \*\*\*\*\*

02	101	CI	90201	N POINT TRMT PLANT EVALUATION	300,000	300,000
01	102	CI	90101	OHPCP INFLUENT SEMER MOOS	150,000	150,000
03	111	CI	90301	OHPCP MISC	1,500,000	1,500,000
04	111	CI	90401	ISLAIS CREEK PUMP STATION CONST	2,505,156	2,505,156

YEAR 1 TOTAL

FUND GP/FD: 35896 SEMER BONDS

\*\*\*\*\* YEAR 1 \*\*\*\*\*

01	111	CI	90101	RICHMOND TRANSPORT CONSTRUCTION	10,659,940	10,659,940
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YEAR 1 TOTAL

FUND GP/FD: 35897 SEMER REV BONDS SERIES 1988

\*\*\*\*\* YEAR 1 \*\*\*\*\*

01	104	CI	90201	WATER RECLAMATION PLANNING	1,300,000	1,300,000
02	111	CI	90101	RICHMOND TRANSPORT CONSTRUCTION	27,829,741	27,829,741
03	111	CI	90301	ISLAIS CREEK PUMP STA DESIGN	3,178,950	3,178,950

YEAR 1 TOTAL

FUND GP/FD: 35898 1991 SEMER REVENUE BOND

\*\*\*\*\* YEAR 1 \*\*\*\*\*

01	111	CI	90101	ISLAIS CREEK PUMP STATION	30,820,000	30,820,000
02	111	CI	90201	RICHMOND TRANSPORT	28,430,163	28,430,163

YEAR 1 TOTAL

RESP OEPT: 91 PURCHASER

FUND GP/FD: 01001 GENERAL FUHO

\*\*\*\*\* YEAR 1 \*\*\*\*\*

01	101	FM	39901	SHOPS-MISC FAC MAINT PROJ	50,000	8,300
05	103	FM	51501	PEELING PAINT	110,200	0
08	103	FM	51201	SHOPS-REPLACE ROOF	378,000	0
02	104	CI	80601	SHOPS-PERIMETER FENCING/LIGHTING	86,100	0

7800000011192

DEPT	CIAC	PRI	CIP	PROJECT/WORKPHASE	DEPARTMENT REQUEST	MAYORS RECOMMENDED
03	105	FM	36701	SHOPS-REPAVE DRIVEWAYS	334,000	0
06	105	FM	57101	UNPROTECTED EQUIPMENT	12,000	0
07	105	FM	51401	SHOPS-REPLACE WATER SUPPLY	406,300	0
04	109	FM	28901	SHOPS-VAR MODIFICATIONS	116,400	0
08	111	CI	96001	NATURAL GAS VEH FUELING FACILITY	488,600	0
YEAR 1 TOTAL					2,001,600	8,300

YEAR 1 TOTAL

--- RESP DEPT: 93 CONVENTION FACILITIES MANAGEMENT

FUND GR/F0: 02302 CONVENTION FACILITIES FUND

\*\*\*\*\* YEAR 1 \*\*\*\*\*

08	101	FM	30101	MOSCONE-ANNUAL AIRMAIL MAINT	100,000	100,000
01	102	FM	23001	MOSCONE CROSS CONNECTION	81,000	81,000
06	102	FM	23601	CIVIC-VARIOUS REPAIRS	53,000	53,000
05	103	FM	23401	MOSCONE-EXT CONCRETE REPAIRS	56,500	56,500
03	105	FM	23201	MOSCONE RESTROOMS UPGRADES	361,100	361,100
07	105	FM	30001	ROLL-UP DOORS	145,000	145,000
02	106	FM	23101	MOSCONE-INTERIOR PAINTING	530,000	530,000
04	110	FM	23501	MOSCONE-MOVEABLE WALLS	499,500	499,500
09	110	CI	60001	MOSCONE-ADA TRANSITION PLAN/IMPS	340,000	340,000
YEAR 1 TOTAL					2,165,900	2,165,900

Total General Fund

\$5,688,100

Total Special Revenue Funds

\$177,332,619

Actions Taken  
CALENDAR

DOCUMENTS DEPT.

JUL 08 1993

SAN FRANCISCO  
PUBLIC LIBRARY

RECESSED BUDGET REVIEW HEARINGS  
BUDGET COMMITTEE  
BOARD OF SUPERVISORS  
CITY AND COUNTY OF SAN FRANCISCO

WEDNESDAY, JULY 7, 1993 - 1:00 P.M. ROOM 228, CITY HALL

PRESENT: SUPERVISORS MIGDEN, HSIEH, ALIOTO

CLERK: KAY GULBENGAY

1. File 100-93-1. Hearing to consider the Annual Budget of the City and County of San Francisco for Fiscal Year 1993-94. (Mayor)  
(Recessed from 7/1/93)

ACTION: Budget as presented by Mayor and amended by Budget Committee recommended as amended (see file for details).

2. File 157-93-1. [Departmental Report of Fees] Transmitting Departmental Report of Fees, except fees regulated by State or Federal law, for 1992-93, pursuant to Section 3.17-2 of the Administrative Code.  
(Recessed from 7/1/93)

ACTION: Hearing held. Filed.

3. File 101-93-2. [Annual Appropriation Ordinance, 1993-94] Ordinance appropriating all estimated receipts and all estimated expenditures for the City and County of San Francisco for fiscal year ending June 30, 1994.  
(Mayor) (Recessed from 7/1/93)

ACTION: Amended (reflects budget as submitted by Mayor and amended by Budget Committee). Recommended as amended.

4. File 102-93-2. [Annual Salary Ordinance] Ordinance enumerating positions in the annual budget and appropriation ordinance for the fiscal year ending June 30, 1994, continuing, creating or establishing these positions; enumerating and including therein all positions created by Charter or state law for which compensations are paid from City and County funds and appropriated in the annual appropriation ordinance; authorizing appointments or continuation of appointments thereto; specifying and fixing the compensations and work schedules thereof; and authorizing appointments to temporary positions and fixing compensations therefor. (Civil Service Commission)  
(Recessed from 7/1/93)

ACTION: Amended (reflects budget as submitted by Mayor and amended by Budget Committee). Recommended as amended.

## C A L E N D A R

### BUDGET COMMITTEE BOARD OF SUPERVISORS CITY AND COUNTY OF SAN FRANCISCO

WEDNESDAY, JULY 7, 1993 - 2:00 P.M.

ROOM 228, CITY HALL

PRESENT: SUPERVISORS MIGDEN, HSIEH, ALIOTO

CLERK: KAY GULBENGAY

Note: Copies of the Budget Analyst's Report will be available for review on the counter in the Office of the Clerk of the Board, Room 235, City Hall, 10:00 a.m., the date of the meeting.

### CONSENT CALENDAR

1. All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Budget Committee, and will be acted upon by a single roll call vote of the Committee. There will be no separate discussion of these items unless a member of the Committee or a member of the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

- (a) File 101-92-24.1. [Release of Funds] Requesting release of reserved funds, Department of Public Health, in the amount of \$292,435, for renovation of Ward 86 AIDS Unit at San Francisco General Hospital. (Department of Public Health)

ACTION: Release of \$292,435 approved. Filed.

- (b) File 101-90-84.7. [Release of Funds] Requesting release of reserved funds, Fire Department - 1986 Fire Protection System Improvement Bonds, in the amount of \$1,685,800, for the improvements and extensions to the Fire Department's Auxiliary Water Supply System (AWSS), (Contract #6684E, A. Ruiz Construction Company & Associates, Inc., contractor), AWSS extension will run along Ocean Avenue, San Fernando to Phelan. (Fire Department)

ACTION: Release of \$1,685,800 approved. Filed.

- (c) File 101-93-1.1. [Release of Funds] Requesting release of reserved funds, Mayor's Office of Children, Youth & Their Families, in the amount of \$150,000, for special projects contracts. (Mayor's Office of Children, Youth & Their Families)

ACTION: Release of \$150,000 approved. Filed.

2. File 65-93-5. [Lease of Property] Ordinance authorizing second amendment to lease of Water Department Land in San Francisco and San Mateo Counties with the Olympic Club (17.35 acres) (Supervisor Alioto)

ACTION: Hearing held. Recommended.

3. File 96-93-1.2. [Sale of Real Property] Draft resolution confirming sale of surplus City-owned property (Water Department property located near Lake Merced Boulevard and John Muir Drive) to The Olympic Club. (Supervisor Alioto)

ACTION: Hearing held. Recommended.

4. File 97-93-35. [Cash Revolving Fund for Office of Citizen Complaints] Ordinance amending Administrative Code by adding Section 10.169-10, establishing a cash revolving fund for the Office of Citizen complaints in the amount of \$1,000. (Police Commission)

ACTION: Hearing held. Amended on lines 5, (in title) and 13 by replacing "\$1,000" with "\$600.00".

New Title: "Amending Administrative Code by adding Section 10.169-10, establishing a cash revolving fund for the Office of Citizen complaints in the amount of \$600.00".

Recommended as amended.

5. File 93-93-1.1. [POA Agreement with the City] Resolution urging the Mayor to negotiate with the San Francisco Police Officers Association to seek changes in the current agreement with the Association and the City which would result in the members of the Association making concessions on salary for fiscal year 1993-1994 in exchange for additional retirement benefits in the future, thereby allowing the City to retain 85 uniformed positions in the Police Department that are currently proposed for elimination in the 1993-1994 fiscal year budget. (Supervisor Alioto)

(Continued from 6/16/93)

ACTION: Hearing held. Tabled.

6. File 124-93-4. [Use of Parking Meter Funds] Ordinance amending Traffic Code by amending Section 213, to credit \$8,000,000 of parking meter collections to the General Funds in Fiscal Year 1993-94. (Department of Parking and Traffic)

ACTION: Hearing held. Recommended.

7. File 47-93-2. Resolution approving changes in parking rates at the Sutter-Stockton and Ellis-O-Farrell garages. (Department of Parking and Traffic)

ACTION: Hearing held. Recommended.

8. File 60-93-4. [Special Election] Ordinance calling and providing for a Special Election to be held in the City and County of San Francisco on Tuesday, November 2, 1993, for the purpose of submitting to the voters of the City and County of San Francisco propositions to incur the following bonded debts of the City and County for the acquisition, construction or reconstruction by the City and County of San Francisco of the following municipal improvements, to wit; ninety-eight million, forty-five thousand dollars (\$98,045,000) for the acquisition, construction or reconstruction of cultural facilities, including construction and reconstruction of certain improvements to the Main Library for purpose of relocating the Asian Art Museum to such location, the acquisition, construction and reconstruction of certain improvements to the Steinhart Aquarium, the construction and reconstruction of certain improvements to five community cultural facilities (Mission Cultural Center, Bayview Opera House, Centers for African and African-American Art and Culture--Western Addition, South of Market Cultural Center and the Art Commission Gallery), the construction and reconstruction of certain improvements to the Palace of Fine Arts (Exploratorium), and acquisition and capital improvements for Gay/Lesbian Cultural Center; and sixty-eight million dollars (\$68,000,000) for the acquisition, construction or reconstruction of certain improvements to streets, sidewalks, street lighting and utilities, including street and sidewalk improvements, traffic safety improvements, street lighting improvements, and improvements for the undergrounding of certain utilities; and that the estimated cost of said municipal improvements is and will be too great to be paid out of the ordinary annual income and revenue of the City and County and will require expenditures greater than the amount allowed therefor by the annual tax levy; reciting the estimated cost of such municipal improvements; fixing the date of election and the manner of holding such election and the procedure for voting for or against the propositions; fixing the maximum rate of interest on said bonds and providing for the levy and collection of taxes to pay both principal and interest thereof; prescribing notice to be given of such election; consolidating the Special Election with the General Election; and providing that the election precincts, voting places and officers for election shall be the same as for such General Election. (Chief Administrative Officer)

ACTION: Hearing held. Recommended.

9. File 27-93-5. Hearing to consider enacting an airport departure surcharge. (Supervisor Alioto)  
(Continued from 4/14/93)

ACTION: Continued to call of the chair at the request of sponsor.

10. File 286-93-1. Hearing to consider the feasibility of creating a Hospital Assessment District and the potential revenues such a district could raise. (Supervisor Alioto)  
(Continued from 6/9/93)

ACTION: Continued to September 22, 1993 meeting at the request of sponsor.



**BOARD OF SUPERVISORS**

BUDGET ANALYST

1390 MARKET STREET, SUITE 1025

SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-7642

July 2, 1993

**TO:** Budget Committee**FROM:** Budget Analyst**SUBJECT:** July 7, 1993 Budget Committee MeetingItem 1a - File 101-92-24.1**Department:** Department of Public Health**Item:** Release of reserved funds for a capital improvement project to renovate the Ward 86 AIDS Unit at San Francisco General Hospital (SFGH).**Amount:** \$292,435**Source of Funds:** New Medi-Cal Revenue

**Description:** In January of 1993, the Finance Committee appropriated \$379,000 for renovation of the AIDS Ward (Ward 86) at SFGH. The AIDS Ward is the outpatient clinic that specializes in the care of HIV infected persons. The proposed renovation would reduce overcrowding by increasing the utilization of existing clinic space, bring the AIDS Ward into compliance with Fire Code Regulations, and improve staff support facilities such as the medical records room.

The proposed source of funds is Medi-Cal Disproportionate Share Revenues from the State pursuant to Senate Bill SB 1255. SFGH indicates that restrictions on the use of SB 1255 funds prohibit their use for regular SFGH operating expenses and must be used

for a program related expenditure, such as the proposed capital improvement project.

The total estimated cost of the project is \$409,000. The SFGH FY 1992-93 budget included \$30,000 for design fees. The remaining \$379,000 in project expenses includes \$292,435 in construction costs, which was placed on reserve by the Finance Committee pending the determination of what portions of the construction work would be performed by the SFGH maintenance staff, what portions would be contracted, and, for the contracted portions, specific information concerning selection of the contractors and the MBE/WBE status of the contractors.

SFGH has decided to perform most of the electrical, plumbing and asbestos abatement work using in-house SFGH Plant Services, as well as purchasing some of the necessary equipment. Bidding for the general construction aspects of the project has been coordinated by SFGH Plant Services. Of the five bids received, SFGH Plant Services selected the lowest bidder, Adolph Schmidt General Contractors, Inc., an LBE, with 13 percent MBE compliance through a subcontractor. The other four bidders were MBEs. The selected General Contractor will subcontract with an MBE as follows:

Anderson Carpet and Linoleum	\$11,100
Monarch Electric: MBE	<u>\$13,282</u>
Total Subcontracts	\$24,382
 Total Adolph Schmidt Contract	 \$102,220
MBE/WBE Subcontracts as % of Contract (\$13,282 divided by \$102,220)	 13%

The total construction budget is as follows:

Construction Contract	\$102,220
In-House Plant Services Construction Budget	149,880
Construction Contingency	<u>40,335</u>
Total Construction Budget	\$292,435

**Comment:**

Ms. Angela Carmen of SFGH reports that the accepted bid was lower than had been anticipated. In addition, Ms. Carmen advises that In-House Plant Services may be able to achieve savings in some of the estimated costs included in the \$149,880 budget for work to be completed by the In-House Plant Services staff. Ms. Carmen states that, if there are any funds remaining after the project has been completed, the SFGH hopes to use the savings to conduct

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**

Memo to Budget Committee  
July 7, 1993

asbestos abatement and other, as yet unspecified,  
improvements to Ward 84 of SFGH.

**Recommendation:** Release reserved funds totaling \$292,435 as requested.

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**



Item 1b - File 101-90-84.7

**Department:** Fire Department  
Department of Public Works, Bureau of Engineering

**Item:** Release of reserved funds for the construction of improvements and extensions to the Auxiliary Water Supply System

**Amount :** \$1,685,800

**Source of Funds:** 1986 Fire Protection System Improvement Bonds

**Description:** In November of 1986, San Francisco voters approved the issuance of \$46.2 million in Fire Protection System Improvement Bonds (Proposition A) to finance improvements to the City's Auxiliary Water Supply System (AWSS). The AWSS is a system of reservoirs and cisterns, pipelines, and pump stations which will provide a source of water for fire protection in the event that the main water supply system fails, as it did following the 1906 earthquake.

The City sold \$31 million of these bonds in 1987 and the \$15.2 million balance (\$46.2 less \$31 million) of the bonds in 1991. In April 1991, the Board of supervisors appropriated the \$15.2 million proceeds from the second sale of bonds in 1991, but reserved \$13,506,943 that was budgeted for a variety of construction projects, pending specific information concerning the amount of the construction contracts, selection of the contractors and the MBE/WBE status of the contractors. The \$13,506,943 reserved included \$5,170,000 for the Westside and Eastside AWSS Extensions. The AWSS extensions consist of the installation of pipelines, hydrants and valves to connect neighborhoods to the Westside and Eastside water mains.

The proposed release of \$1,685,800 would fund a contract for the partial construction of a part of the Westside Extension of the AWSS pipeline along Ocean Avenue from the Westside sater main at the intersection of Ocean Avenue and San Fernando Way to Phelan Avenue. Of the four bids received, the Department of Public Works selected the lowest bidder, A. Ruiz Construction Company and Associates, an MBE. One of the other three bidders is an MBE also. The budget for this part of the Westside Extension is as follows:

Construction Contract	\$1,366,455
Contingencies	136,645
Construction Management (DPW)	<u>182,700</u>
Total	\$1,685,800

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**

**Comment:** Mr. Robert Jew of the Department of Public Works indicates that the Department of Public Works has divided the Westside Extension project into several smaller projects in order to encourage more participation by MBE/WBE construction firms. Any future contracts will be subject to approval of the Board of Supervisors.

**Recommendation:** Release reserved funds of \$1,685,800 as requested.



Item 1c - File 101-93-1.1

**Department:** Mayor's Office of Children, Youth and Their Families

**Item:** Release of reserved funds for special summer projects for youth contractual services

**Amount :** \$150,00

**Source of Funds:** Children's Fund

**Description:** The Children's Services Plan for Fiscal Year 1993-94 that specifies and details expenditures of the Children's Fund includes an allocation of \$143,610 for Special Projects in the Job Readiness, Education and Training category and \$116,901 in the Delinquency Prevention, Education, Recreation, Libraries category for a total of \$260,511 in the two categories. The Mayor's Office of Children, Youth and Their Families (MOCYF) that administers the Children's Fund, requested that \$150,000 of the \$260,511 be included as an exception in the Interim Annual Appropriation Ordinance for summer youth programs that are scheduled to begin as soon after July 1, 1993 as contractors could be selected. The Budget Committee of the Board of Supervisors approved this exception and the \$150,000 was placed on reserve pending final selection of the contractors.

The summer youth programs focus on job readiness and cultural enrichment activities for youth and would last a minimum of six weeks but no more than 18 weeks. A total of 28 organizations responded to the MOCYF's Request for Proposal with programs totaling \$663,884. Seven of the 28 organizations were selected by the Citizens Allocation Committee (25 private citizens involved in children's issues) to provide summer youth programs. The seven contractors selected are as follows:

**Careers Abound** **\$40,400**

The summer project is designed to serve as a major tool for disabled children, youth and their families to achieve employment exposure, training, placement and independent living goals contained in the Americans with Disabilities Act (ADA). The 35 disabled children will receive support from disabled adult employees, volunteers and through partnerships with the Children's Media Lab, Able Force and the San Francisco Unified School District to facilitate the children's efforts in producing a newsletter. Subsidized job

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**

placements and computer skills training will be provided to 45 disabled youth.

**Ingleside Community Center** **\$21,695**

This contractor will provide cultural enrichment through dance, music, art and drama classes. A cultural arts performance and art exhibit will close out the summer. Job development will be provided with a computer literacy program and self-esteem development program. A fashion show performance from the self-esteem workshops will be performed with the cultural arts performance.

**Third Baptist Church** **20,000**

This program is an intensive Basic Remedial Education program with a total of 60 instructional hours in English language, mathematics, reading, writing and critical thinking for 210 students between Kindergarten and twelfth grades who are predominately African American. The program lasts six weeks and runs 4.5 hours per day for which the students can obtain five San Francisco Unified School District academic credits for program participation. The ratio of staff to students is one staff for approximately 8.1 students.

**Real Alternatives Program, Inc.** **26,310**

This contractor would provide cultural enrichment workshops for 140 at-risk youth participating in Mission Multiservice Teen Center and/or Mission Recreation Center activities. The workshops will emphasize cultural awareness, creative thinking skills and self expression. San Francisco Bay Area artists will be invited to conduct workshops in dance, music, silkscreen printing, mask making, acting and journalism.

**Donaldina Cameron House** **17,695**

This program provides Asian youth with access to support, resources and opportunities necessary to achieve their full potential. Through leadership development training, youth will witness, develop, and then teach positive lifestyles, strong values and self-confidence. The requested funding will provide leadership training scholarships to approximately 125 Asian youth from low income and single parent families not previously served by our leadership program.

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**

**Visitacion Valley Community Center** **\$20,900**

This program includes summer neighborhood-to-neighborhood educational, arts, cultural and recreational exchanges aimed at 120 high-risk children/youth age 6 to 14 from Potrero Hill, North Beach, and Visitacion Valley.

**Wu Yee** **3,000**

The Chinese Youth Training Effort Project is designed to help ten Mandarin speaking teenagers to become productive members of the community through intensive English and a second language training, along with recreational and cultural enhancement activities.

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**Total** **\$150,000**

**Comment:** All of the seven selected contractors are nonprofit firms.

**Recommendation:** Release the reserve on \$150,000 as requested.



Item 2 - File 65-93-5

**Department:** Water Department

**Item:** Ordinance authorizing second amendment to lease of Water Department Land in San Francisco and San Mateo Counties with the Olympic Club (17.35 acres). The proposed amendment would increase the current annual rent by \$134,231, from \$41,769 to \$176,000, retroactive to August 26, 1989.

**Location:** 17.35 acres near Lake Merced Boulevard and John Muir Drive

**Purpose of Lease:** Currently leased to the Olympic Club for use as part of two golf courses.

**Lessor:** City and County of San Francisco

**No. of Sq. Ft. and Cost per Month:** 17.35 acres at approximately \$14,667 per month

**Annual Cost:** \$176,000 including annual adjustments

**Retroactive Rent Payment Amount:** \$558,395

**% Increase Over Previous Lease:** 321 percent

**Utilities and Janitor Services Provided by Lessor:** No

**Term of Lease:** August 26, 1989 through August 25, 1996

**Right of Renewal:** None

**Description:** The 17.35 acres of Water Department property is currently leased from the City to the Olympic Club and contains four holes of the 18-hole Lake Golf Course and one hole of the 18-hole Ocean Golf Course operated by the Olympic Club. The Olympic Club owns the property that contains the remaining 31 holes of the two golf courses.

**Comments:** 1. Ms. Christine Morioka of the Water Department advises that in 1989, the City and the Olympic Club began negotiations to increase the Olympic Club's present annual rent of \$41,769. Due to litigation matters which delayed the negotiation process, negotiations have only now been finalized. The amended annual rent payment of \$176,000 plus annual Consumer Price Index (CPI) adjustments would

be collected retroactively for the period from August 26, 1989 through June 30, 1993. Mr. Jerry Romani of the Water Department reports that the amended annual rent payment of \$176,000, plus CPI adjustments and less the present rent of \$41,769 already paid, would result in a total retroactive rent payment of \$558,396 to be paid by the Olympic Club to the City as follows:

<u>Adjustment Date</u>	<u>Annual Rent plus CPI adjustment less present rent of \$41,769</u>	<u>Outstanding Rent Balance</u>
8/26/89 - 8/25/90	\$176,000 less \$41,769	134,231
8/26/90 - 8/25/91	\$183,533 less \$41,769	141,764
8/26/91 - 8/25/92	\$191,902 less \$41,769	150,133
8/26/92 - 6/30/93	\$197,889 less \$41,769	<u>132,267*</u>
	Total	\$558,395

\*Actual calculation is based on 10.1666 months as follows:  
\$197,889 less \$41,769 = \$156,120 divided by 12 months  
multiplied by 10.1666 months equals \$132,267.

The lease amendment states that the entire additional rent of \$558,395 for the retroactive rent period from August 26, 1989 through June 30, 1993, shall be paid within ten business days of the effective date of this proposed legislation.

2. Mr. Anthony DeLucchi of the Real Estate Department advises that the proposed \$176,000 annual rental amount was the settlement amount agreed upon by the Public Utilities Commission.

**Recommendation:** Approve the proposed resolution.



Item 3 - File 96-93-1.2

**Department:** Water Department

**Item:** Draft resolution confirming sale of surplus City-owned property (Water Department property located near Lake Merced Boulevard and John Muir Drive) to The Olympic Club.

**Amount:** \$2,300,000

**Background:** In March of 1993, the Board of Supervisors approved Ordinance No. 100-93 (File 96-93-1) which authorized and directed the sale of the surplus City-owned property known as a portion of Water Department Parcel 55. The Real Estate Department set a minimum bid for the sale of \$2,200,000 which, according to Real Estate, is the fair market value for the property.

**Description:** The proposed ordinance would confirm the sale of the surplus Water Department property. Pursuant to the Board of Supervisors' Ordinance No. 100-93, the Real Estate Department conducted a public auction of the subject property and received a bid of \$2,300,000 from the Board President of the Olympic Club on behalf of the Olympic Club, or \$100,000 more than the Real Estate Department's estimate of fair market value.

The subject property is City-owned surplus property which is currently leased from the City by the Olympic Club for use as part of two golf courses. The property contains four holes of the 18 hole Lake Golf Course and one hole of the 18 hole Ocean Golf Course operated by the Olympic Club. The Olympic Club owns the property that contains the remaining 31 holes of the two golf courses.

The Department of City Planning reported by letter dated November 26, 1990, that the sale of this property is in conformity with the Master Plan and is consistent with the Eight Priority Policies of Planning Code Section 101.1. In finding the proposed sale to be in conformity with the Master Plan, City Planning required that appropriate deed restrictions be recorded which would prevent any permanent structures from ever being constructed on the subject property, and that it may only be used for a golf course, park playground, or other recreational related use.

**Comments:** 1. Mr. Anthony DeLucchi of the Real Estate Department advises that if the property is not used for a golf course or for other recreational related uses, per the Master Plan, the

property would revert back to the City. As well, according to Mr. DeLucchi, if the property is sold within 90 years after the termination of the current lease, the City would receive the difference between the sale price and the proposed \$2,300,000 acquisition cost plus any minor closing costs.

2. Item 2 of this report (File 65-93-5) states that the Olympic Club currently owes the City \$558,395 in retroactive rent payments for the period from August 26, 1989 through June 30, 1993. This retroactive rent payment amount has not as yet been paid. Mr. Jerry Romani of the Water Department reports that Olympic Club representatives advise that the Olympic Club would pay the retroactive rent payment upon approval of this proposed legislation to confirm of the sale of the property by the Board of Supervisors. Mr. DeLucchi advises that the City would not close escrow on the sale of the property until the retroactive rent payment is received.

3. The minimum bid of \$2.2 million for the sale of this City-owned property was the source of funds for one of the budget revisions previously approved by the Board of Supervisors in order to assist in resolving the City's projected FY 1992-93 budget deficit.

**Recommendation:** Approve the proposed draft resolution.

Item 4 - File 97-93-35

**Department:** Police Commission

**Item:** Ordinance amending the Administrative Code by adding Section 10.169-10, establishing a Cash Revolving Fund for the Office of Citizen Complaints in the amount of \$1,000.

**Amount:** \$1,000

**Source of Funds:** General Fund

**Description:** The proposed ordinance would add a new Section 10.169-10 to the San Francisco Administrative Code to establish a Cash Revolving Fund of \$1,000 for the Office of Citizen Complaints (OCC). The proposed Cash Revolving Fund would be used primarily by the OCC for miscellaneous purchases of office materials and supplies of less than \$200. However, some purchases, such as travel expenses for witnesses, would exceed \$200 but are required on an emergency basis with insufficient time to follow standard purchasing procedures.

According to the City's Purchasing Procedures Manual, Revolving Funds are established to accommodate the need for petty cash, urgent, non-recurring purchases and small repairs. As Revolving Fund purchases deplete the Revolving Fund, Direct Payment Vouchers are submitted to the Controller's Office. These Direct Payment Vouchers provide a detailed list of all expenditures and the source of funds. The Controller's Office subsequently replenishes the department's revolving fund for the amount of the Direct Payment Voucher.

**Comments:** 1. Ms. Laura Tham of the OCC reports that the OCC's 1992-93 budget included the original \$1,000 to create the proposed Cash Revolving Fund account. Expenditures from the Cash Revolving Fund would be charged to OCC's regular expenditure budget when the Cash Revolving Fund is reimbursed.

2. Ms. Tham reports that because this is the first year that the proposed Cash Revolving Fund would be used, the Department does not yet know how often the Cash Revolving Fund would be required to be reimbursed.

3. Because the OCC has not been able to provide the Budget Analyst with historical data regarding purchases that would be made through the proposed Cash Revolving Fund, the Budget Analyst recommends approval of a Cash Revolving Fund in the amount of \$600 which the OCC indicates would be a minimum

required amount to accommodate emergency purchases. The OCC should accumulate a recorded history of purchases in order to justify any future increases in their Cash Revolving Fund.

4. Mr. John Parker of the OCC reports that the Police Department paid for the above discussed OCC expenses out of its own Cash Revolving Fund until December, 1992. According to Mr. Parker, the Police Department decided that the OCC should administer its own budget due to Police Department staffing shortages in its accounting unit and the amount of staff time required to manage the Police Department's Cash Revolving Fund.

- Recommendations:**
1. Amend the proposed ordinance to establish a Cash Revolving Fund in the amount of \$600, rather than \$1,000, as discussed above in Comment No. 3.
  2. Approve the proposed ordinance as amended.

Item 5 - File 93-93-1.1

1. The proposed resolution would urge the Mayor to negotiate with the San Francisco Police Officers Association (POA) to seek changes in the current agreement with the Association and the City which would result in the members of the Association making concessions on salary for Fiscal Year 1993-94 in exchange for additional retirement benefits in the future. The resolution states that such savings in Fiscal Year 1993-94 could allow the City to retain 85 uniformed officers in the Police Department that have been eliminated from the Mayor's proposed budget for Fiscal Year 1993-94.

2. Based on expenditure data contained, as of the writing of this report, in the Mayor's proposed budget for Fiscal Year 1993-94, we estimate that the cost of Salary Standardization for uniformed officers in the Police Department will be approximately \$5.75 million.

3. The Mayor's proposed budget for Fiscal Year 1993-94 originally deleted 85 filled uniformed positions. The cost of restoring these positions, for base salaries and fringe benefits alone, is approximately \$4.9 million before Salary Standardization; and \$5.15 million with a 5% increase to base salaries. This amount does not include additional expenditures that may be required, such as night differential and overtime pay, or materials and supplies.

4. The Budget Committee recommended that the 85 officers not be laid off. Layoff notices to the 85 officers were rescinded after the Mayor completed negotiations with the Police Officers Association and reached further agreement on changes to spending practices in the Police Department. Subject to approval of their membership, the POA has agreed to 3 unpaid furlough days, saving approximately \$1.4 million. The Department will also deploy on-duty officers, paid at straight time rates, to Muni Railway and Housing Authority assignments, which the Mayor estimates will produce up to \$1.5 million in savings since the Department is compensated for overtime pay. The Department will also encourage approximately 20 light duty officers to take early retirement, thus increasing savings due to uniform attrition by approximately \$1.1 million. These savings total an estimated \$4 million or at least \$1.2 million less than the estimated cost to retain these 85 positions for all of the 1993-94.

5. The Budget Analyst has reviewed the Mayor's recommended budget for Uniformed salaries for remaining sworn positions. Based on this projection, taking into consideration expected attrition, the Mayor's recommended level of salary savings, and funds required to restore the 85 uniformed officers that had been scheduled for layoff, the current budgeted expenditures for uniform salaries will be inadequate in Fiscal Year 1993-94 by at least \$1.2 million.

**Recommendation**

Approval of the proposed resolution is a policy matter for the Board of Supervisors.

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**





Item 6 - File 124-93-4

**Department:** Department of Parking and Traffic

**Item:** Ordinance amending Section 213 of Part II, Chapter XI of the San Francisco Municipal Code (Traffic Code) to provide that in Fiscal Year 1993-94 the first \$8.0 million of parking meter collections will be allocated to the General Fund.

**Description:** Section 213 of the Traffic Code outlines the amount of parking meter revenues that are credited to the General Fund, with the balance assigned to the Off-Street Parking Fund. Section 213 provides that the first \$6 million in parking meter revenues be credited to the General Fund. Section 213 was previously amended to provide that \$8 million instead of \$6 million would be credited to the General Fund in FY1992-93. Crediting \$8 million to the General Fund in FY 1992-93 results in an increase in the General Fund of \$2 million more from parking meter revenues. The previous amendment to Section 213 to increase the credit to the General Fund was for only one year. Without further amendment, the General Fund allocation from parking meter revenues would revert to \$6 million in FY1993-94. The proposed ordinance would amend the Traffic Code to extend the \$8 million allocation to the General Fund for the 1993-94 fiscal year.

**Comments:** 1. Parking Meter revenue included in the Mayor's recommended 1993-94 budget amounts to \$12.3 million, an amount equal to the budgeted parking meter revenue for FY1992-93, but higher than the projected actual FY1992-93 revenues of \$9,018,219. Parking meter revenue was lower than anticipated in FY1992-93 because of widespread vandalism of parking meters. The Department of Parking and Traffic (DPT) anticipates that meter replacement and meter rate conversion pursuant to separate legislation authorizing parking meter rate changes (File 124-92-4.1) will be completed by September of 1993, and has based FY1993-94 revenue projections on this assumption.

2. The Mayor's recommended 1993-94 budget includes the transfer of \$8 million in parking meter revenues to the General Fund, leaving an allocation of \$4.3 million in parking meter revenues to the Off-Street Parking Fund. If the proposed ordinance is not approved, or if the amount of funds transferred to the General Fund is reduced from the proposed \$8.0 million, the FY1993-94 General Fund budget will have a shortfall.

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**

3. The Parking and Traffic Commission will consider this proposed legislation at their next scheduled meeting, on July 6, 1993. Mr. John E. Newlin, Executive Director of DPT, states in a June 21, 1993 letter that DPT staff plan to recommend Parking and Traffic Commission endorsement of this proposed legislation.

4. Mr. Kevin Hagerty of the DPT states that, while the DPT recognizes the City's fiscal crisis and supports this proposed legislation, it is important to note that reducing the revenues available to the Off-Street Parking Fund would mean that the DPT has to find other revenues to fund planned projects or defer some planned parking projects.

**Recommendation:** Approve the proposed ordinance.

Item 7 - File 47-93-2

**Department:** Parking and Traffic Department

**Item:** Resolution to change parking rates at the Sutter-Stockton and Ellis-O'Farrell garages.

**Description:** Because of the need to increase revenues in the FY1993-94 budget, the Department of Parking and Traffic (DPT) has determined that parking rates at the Sutter-Stockton and Ellis-O'Farrell garages should be raised. These two garages were not among the 12 City-owned garages and parking lot facilities that increased rates in FY1992-93, although an Early Bird rate was introduced at the Sutter-Stockton garage as part of the FY1992-93 garage rate changes.

The DPT projects that the proposed rate increase will raise FY1993-94 net revenues at the Sutter-Stockton garage by \$255,950, from an estimated \$1.694 million in FY1992-93 to a projected \$1.950 million in FY1993-94. The revenue projection assumes that the effective date of the increase will be September 1, 1993. All net revenues from the Sutter-Stockton garage are deposited in the General Fund.

Revenues from the Ellis-O'Farrell garage are used to pay the costs of operation and debt service for the garage. The DPT projects that the proposed rate increase will raise revenues at the Ellis-O'Farrell garage by \$515,000, from an estimated \$2.164 million in FY1991-92 to a projected \$2.679 million in FY1993-94. (The revenue increase is calculated based on FY1991-92 figures because use of the Ellis-O'Farrell garage was restricted due to construction in FY1992-93, resulting in lower revenues than normal.) A bond-financed expansion of the Ellis-O'Farrell garage was completed during FY1992-93, and the increase in revenues would be used to reach the debt coverage ratio of 1.3 to 1 required by the bond issue.

The proposed rate changes are as follows:

	Current Rate	Proposed Rate	Percent Increase
<b><u>Sutter-Stockton Garage</u></b>			
1 hr	\$0.75	\$1.00	33%
2 hr	1.25	2.00	60
3 hr	2.50	3.00	20
4 hr	4.75	5.00	5
5 hr	8.00	8.00	*
6 hr	11.00	11.00	*
7 hr	14.75	15.00	2
Early Bird	8.50	9.00	6
Motorcycle (Day)	2.00	3.00	50
Bicycles (Day)	0.25	0.25	*
Lost Ticket	17.25	15.00	(13)
Monthly	250.00	250.00	*
Evening/Sundays	2.50	3.00	20
<b><u>Ellis-O'Farrell Garage</u></b>			
1 hr	\$0.75	\$1.00	33%
2 hr	1.25	2.00	60
3 hr	2.50	3.00	20
4 hr	5.00	5.00	*
5 hr	8.00	8.00	*
6 hr	11.50	12.00	4
7 hr	14.75	15.00	2
Motorcycle	2.00	3.00	50
Monthly (Roof)	225.00	195.00	(13)
Monthly (Inside)	250.00	195.00	(22)
Evenings (3 hours)	2.50	3.00	20

\*No change in rate

**Comments:**

1. Parking charges for the Sutter-Stockton and Ellis-O'Farrell garages were last increased in 1991 as a result of a five percent increase in the Parking Tax that was passed through to the parking customers by an increase in parking rates. The last increase in parking rates alone for these garages occurred in 1988.

2. Mr. Kevin Hagerty of the DPT reports that the Sutter-Stockton garage rates were not increased in FY1992-93 when 12 other City-owned garages received rate increases because downtown merchants proposed a number of alternative measures to raise comparable garage revenues. The primary measures proposed were a hotel validation plan and an increase in stalls allotted to monthly parkers.

Item 7 - File 47-93-2

**Department:** Parking and Traffic Department

**Item:** Resolution to change parking rates at the Sutter-Stockton and Ellis-O'Farrell garages.

**Description:** Because of the need to increase revenues in the FY1993-94 budget, the Department of Parking and Traffic (DPT) has determined that parking rates at the Sutter-Stockton and Ellis-O'Farrell garages should be raised. These two garages were not among the 12 City-owned garages and parking lot facilities that increased rates in FY1992-93, although an Early Bird rate was introduced at the Sutter-Stockton garage as part of the FY1992-93 garage rate changes.

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	Current Rate	Proposed Rate	Percent Increase
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3 hr	2.50	3.00	20
4 hr	4.75	5.00	5
5 hr	8.00	8.00	*
6 hr	11.00	11.00	*
7 hr	14.75	15.00	2
Early Bird	8.50	9.00	6
Motorcycle (Day)	2.00	3.00	50
Bicycles (Day)	0.25	0.25	*
Lost Ticket	17.25	15.00	(13)
Monthly	250.00	250.00	*
Evening/Sundays	2.50	3.00	20
<b><u>Ellis-O'Farrell Garage</u></b>			
1 hr	\$0.75	\$1.00	33%
2 hr	1.25	2.00	60
3 hr	2.50	3.00	20
4 hr	5.00	5.00	*
5 hr	8.00	8.00	*
6 hr	11.50	12.00	4
7 hr	14.75	15.00	2
Motorcycle	2.00	3.00	50
Monthly (Roof)	225.00	195.00	(13)
Monthly (Inside)	250.00	195.00	(22)
Evenings (3 hours)	2.50	3.00	20

\*No change in rate

**Comments:**

1. Parking charges for the Sutter-Stockton and Ellis-O'Farrell garages were last increased in 1991 as a result of a five percent increase in the Parking Tax that was passed through to the parking customers by an increase in parking rates. The last increase in parking rates alone for these garages occurred in 1988.

2. Mr. Kevin Hagerty of the DPT reports that the Sutter-Stockton garage rates were not increased in FY1992-93 when 12 other City-owned garages received rate increases because downtown merchants proposed a number of alternative measures to raise comparable garage revenues. The primary measures proposed were a hotel validation plan and an increase in stalls allotted to monthly parkers.



Mr. Hagerty advises that the major area hotels were not interested in the validation plan, and the Sutter-Stockton garage monthly parking rates were not competitive with those of private garages in the area. The DPT was unable to implement the alternative revenue-enhancing proposals, and increased costs of operation resulted in a 9.5 percent decrease in Sutter-Stockton garage revenues, from approximately \$1.872 million in FY1991-92 to an estimated \$1.694 million in FY1992-93.

Mr. Hagerty states that officials of the DPT have met with the Union Square Association and the Board of Directors of the Uptown Parking Corporation to explain the need for the proposed rate increase at the Sutter-Stockton garage in FY1993-94. Most of the rate increases proposed in this resolution (for 3 hours to 7 hours of parking) are \$0.25 lower than those originally proposed for the Sutter-Stockton garage in 1992.

3. The proposed increases in garage parking rates will result in increases in gross receipts for both facilities. The parking fees at both facilities include the current 25 percent Parking Tax. The DPT estimates that the resulting increases in FY1993-94 Parking Tax revenue would be \$112,919 for the Sutter-Stockton garage, and \$77,250 for the Ellis-O'Farrell garage. The operator of the Sutter-Stockton garage also pays the 25 percent Gross Receipts Tax. The DPT estimates that the resulting increase in Gross Receipts Tax revenues will also be \$112,919 in 1993-94. Combined with the increased Sutter-Stockton garage parking revenues of \$255,950, General Fund revenues are projected to increase by a total of \$559,038 in FY1993-94 as a result of the proposed rate changes.

4. The Mayor's recommended FY1993-94 budget includes \$546,446 in new General Fund parking and parking tax revenue from the Sutter-Stockton and Ellis-O'Farrell garages. In working with the DPT using updated figures that were not available when revenue estimates were prepared for the Controller, the Budget Analyst has learned that the increase in Ellis-O'Farrell Parking Tax revenues is now expected to be \$12,592 higher than anticipated, for a total projected General Fund increase of \$559,038.

5. If the proposed legislation is not approved, or if the rate increases are reduced from those proposed in the legislation, the FY1993-94 General Fund budget will have a shortfall.

6. The proposed rate changes include two rate reductions. Mr. Hagerty advises that the Sutter-Stockton garage Lost Ticket charge would be reduced from \$17.25 to \$15.00 to conform with the new full day maximum, rather than the sum of the current full day maximum of \$14.75 and the current charge of \$2.50 for three hours of evening parking. Mr. Hagerty states that the Ellis-O'Farrell garage monthly parking rate would also be reduced, from \$225.00 for roof parking and \$250.00 for inside parking to a uniform monthly rate of \$195.00. Mr. Hagerty advises that the Ellis-O'Farrell garage currently has excess capacity because of the recent construction of 350 new stalls, so the monthly rate would be reduced to increase demand for monthly parking.

**Recommendation:** Approval of the proposed parking rate changes is a policy matter for the Board of Supervisors.

Item 8 - File 60-93-4

**Item:**

Ordinance calling and providing for a Special Election to be held in the City and County of San Francisco on Tuesday, November 2, 1993, for the purpose of submitting to the voters of San Francisco propositions to incur the following bonded debts of the City and County for the acquisition, construction or reconstruction of the following municipal improvements:

(1) Cultural Facilities Bond Measure:

Asian Art Museum

Seismic, disabled access and facility upgrading of the existing Main Library building. \$40,000,000

Steinhart Aquarium

Seismic strengthening, asbestos removal, functional improvements and renovations and disabled access. 22,473,000

Bayview Opera House

Electrical, heating, ventilation, plumbing and roofing systems updating, improved flooring, exits and storage spaces and disabled access. 1,458,000

Center for African and African American Art and Culture

Repair and replacement of exterior walls, roof, electrical, heating, ventilation, air conditioning and plumbing systems and improvement of restroom facilities, insulation and disabled access. 4,742,000

Mission Cultural Center

Seismic strengthening, electrical, heating, ventilation and air conditioning system improvements, sound proofing, roofing, new floors, fire safety, exiting and building security. 9,057,000

South of Market Cultural Center

Retrofitting of exterior walls, foundation repair, improved electrical, heating, ventilation, exits and restrooms, and floor and window replacement and repairs. 5,572,000

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**

Gay/Lesbian Cultural Center

Site acquisition and construction costs for a new facility. \$4,000,000

Art Commission Gallery

Seismic strengthening, heating improvements and disabled access. 848,000

Exploratorium

Rehabilitation of utility systems, code compliance, improved amenities and disabled access. 9,892,000

Unallocated Bond Funding 3,000

Total Cultural Facilities Bond Measure \$98,045,000

(2) Street and Traffic Safety Improvement Bond Measure:

Acquisition, construction or reconstruction of certain improvements to streets, sidewalks, street lighting and utilities, traffic safety improvements and undergrounding of certain utilities. \$68,000,000

Total Amount of Two Bond Measures \$166,045,000

The proposed ordinance states that the estimated cost of the above municipal improvements is and will be too great to be paid out of the ordinary annual income and revenue of the City and County and will require expenditures greater than the amount allowed by the annual tax levy.

Further, the proposed ordinance fixes the date of the election for November 2, 1993 and specifies the manner of holding such election and the procedure for voting for or against these bond measures. In addition, the proposed ordinance fixes the maximum rate of interest of not more than 12 percent on said bonds and provides for the levy and collection of taxes to pay both principal and interest for these General Obligation bonds. And finally, the proposed ordinance prescribes that notice be given of the election, consolidates the proposed Special

Election with the General November, 1993 Election and provides that the election precincts, voting places and officers for election be the same as for the General Election.

**Description:**

The Board of Supervisors approved resolutions in June, 1993 which determined the public interest and necessity of the two General Obligation Bond measures identified above, totalling \$166,045,000.

The proposed ordinance would authorize the placement of these two General Obligation Bond measures on the November 2, 1993 ballot.

**Comments:**

1. The proposed ordinance specifies that, if approved by the voters, the bonds would not bear an interest rate greater than 12 percent.

2. The City Attorney's Office advises that, according to State law, the proposed ordinance must be adopted by a two-thirds majority of the Board of Supervisors.

3. San Francisco voters must approve the proposed bond measures by a two-third majority in order to authorize the issuance of these General Obligation Bonds.

**Recommendtion:**

Based on the previous actions of the Board of Supervisors, approve the proposed ordinance.





Item 9 - File 27-93-5

**Note:** This item was continued by the Budget Committee at its meeting of June 2, 1993.

1. This item is a hearing to consider enacting an Airport Departure Surcharge.

2. Regarding airport departure taxes, Ms. Gretchen Nicholson, Deputy City Attorney for the Airport, states that a head tax paid by passengers is not permitted under Federal law except for Federal Aviation Administration approved passenger facility charges. Revenues from passenger facility charges are restricted in use and can only be used for specifically designated airport projects. Such passenger facility charges cannot be transferred to a city's General Fund.

3. With respect to the Boston Measure, an aviation fuel sales tax, Ms. Nicholson advises that the Boston Airport (Logan Airport) situation cannot be compared to San Francisco because the Boston Airport is located within the City limits of Boston and is not operated by the City. Logan Airport is operated by a separate governmental entity called Massport. According to Ms. Nicholson, at the time that the Boston Measure was established, such a measure was specifically permitted by Massachusetts State law. However, San Francisco is not authorized under California State law to impose any sales taxes outside the City limits (San Francisco's airport is located in another county). In addition, the Federal law now requires that all aviation fuel sales tax revenues must be used for airport related purposes.

4. In a memorandum dated October 1, 1992 from Mara E. Rosales, Airports General Counsel, Ms. Rosales stated that San Francisco International Airport has received and continues to receive federal grants under the Airport and Airways Improvement Act of 1982 ("AAIA") and its predecessors. Section 511(a)(12) of the Act provides that as a condition of these grants all revenues generated by the airport, if it is a public airport, and any local taxes on aviation fuel (other than taxes in effect on December 30, 1987), will be expended for the capital or operating costs of the airport, the local airport system, or other local facilities which are owned or operated by the owner or operator of the airport and directly and substantially related to the actual air transportation of passengers or property.

5. Attachment 1 is a prior memorandum from the Budget Analyst concerning an Airport Departure Tax.

CITY AND COUNTY



OF SAN FRANCISCO

**BOARD OF SUPERVISORS****BUDGET ANALYST**

1390 MARKET STREET, SUITE 1025

SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-7642

July 20, 1992

**TO:** Supervisor Alioto

**FROM:** Budget Analyst

**SUBJECT:** Airport Departure Tax

Pursuant to your request, the following is a summary of the potential revenues from instituting an Airport Departure Tax and Federal restrictions on the use of these revenues.

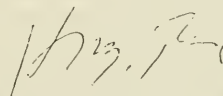
An Airport Departure Tax, also known as a Passenger Facility Charge (PFC) may be charged (\$1 to \$3 per passenger) on domestic departures provided under the Aviation Safety and Capacity Expansion Act of 1990. According to Ms. Angela Gittens of the San Francisco International Airport (SFO), the PFC cannot be assessed on passengers using frequent flier tickets, or on passengers with originating international flights, who are transferring to a domestic flight at SFO.

The Federal legislation requires that any revenues generated through a PFC must be used specifically to enhance the capacity, safety, or security of the air transportation system, promote competition, reduce noise or expand passenger facilities. In addition, airports must also meet Federal noise standards, which are less stringent than those noise standards currently imposed for SFO. This Federal legislation also requires airports to apply to the Secretary of Transportation to impose a PFC. A PFC may only be imposed if the Secretary of Transportation makes affirmative findings that the amount and duration of the proposed PFC would be necessary to fund specific PFC eligible projects. Also according to Federal legislation, none of the revenues generated from a PFC may return to the City's General Fund, but rather these revenues must be used specifically for the types of capital improvement projects which are outlined above. According to Ms. Gittens, although there are also restrictions on the transfer of revenues to the General Fund under the Airport's existing landing fee agreement, Ms. Gittens advises that Federal law requires PFC revenues to be used for specific types of Airport capital improvement projects only.

Memo Regarding Airport Departure Tax  
July 20, 1992  
Page 2

Ms. Gittens reports that approximately 13 million domestic departures occur annually from SFO. Therefore, the total annual revenues generated for the Airport would be approximately between \$13 million to \$39 million, depending on the charge per passenger which would be assessed (\$1 to \$3 per passenger). However, Ms. Gittens was unable to specify the number of passengers using frequent flier tickets or passengers with originating international flights. Therefore, the actual revenues generated from a PFC would be somewhat less than approximately between \$13 million to \$39 million annually.

In addition, based upon information provided by the City Attorney's Office, the Airport's current noise standards require airlines to retire noisy (Stage II) aircraft, and replace them with quieter aircraft (Stage III) at a faster rate than established by Federal regulations. However, Federal law prohibits airports from assessing PFC's if restrictions are adopted which are more stringent than the restrictions permitted by the Federal Aviation Administration (FAA). The City Attorney's Office reports that because SFO has adopted more stringent noise standards, San Francisco cannot currently impose a PFC.



Harvey M. Rose

cc: President Shelley  
Supervisor Achtenberg  
Supervisor Britt  
Supervisor Conroy  
Supervisor Gonzalez  
Supervisor Hallinan  
Supervisor Hsieh  
Supervisor Kennedy  
Supervisor Maher  
Supervisor Migden  
Clerk of the Board  
Chief Administrative Officer  
Controller  
Kent Sims  
Jean Mariani  
Barbara Kolesar  
Ted Lakey

BOARD OF SUPERVISORS  
BUDGET ANALYST



Item 10 File 286-93-1

**Note:** This item was continued by the Budget Committee at its meeting of June 9, 1993.

1. This item is a hearing to consider the establishment of a Hospital Assessment District in San Francisco and the potential revenues such a district could raise. Normally, special assessment districts can be created in order to assess property within a jurisdiction in relation to the extent to which such properties receive enhanced, preserved, or protected value as a result of the availability of specific services.

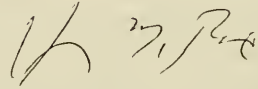
2. San Francisco General Hospital's 1992-93 budget is approximately \$255.7 million, with a General Fund contribution of \$44.1 million. At present, the proposed 1993-94 SFGH budget is \$241.7 million, with a General Fund contribution of \$25.9 million.

3. Mr. Burke Delvanthal has informed the Budget Analyst that the City Attorney, is currently researching whether or not any California statutes exist that specifically permit the establishment of a Hospital Assessment District. According to Mr. Delvanthal, under the normal laws governing creation of a Special Assessment District, assessments could only be made to support services that enhance, preserve or protect property values, such as fire protection services. Mr. Delvanthal states that if a Special Assessment District for hospital services could be created during the next fiscal year, that no revenues could be realized in the next fiscal year due to the substantial lead time required for implementation of the Special Assessment District, establishment of assessed values for all property located in the City and collection of special property assessments.

4. The Budget Analyst has been further advised that the City Attorney is of the preliminary opinion that not all General Fund costs associated with Hospital Operations could be recovered through a special assessment. However, the City Attorney is now examining the possibility of creating a Special Assessment District for certain Hospital services, such as emergency services, in order to

Memo to Budget Committee  
July 7, 1993

recover a portion of such General Fund costs. The City Attorney will report separately to the Budget Committee on this matter prior to the July 7, 1993 meeting.



Harvey M. Rose

cc: Supervisor Migden  
Supervisor Hsieh  
President Alioto  
Supervisor Bierman  
Supervisor Conroy  
Supervisor Hallinan  
Supervisor Kaufman  
Supervisor Kennedy  
Supervisor Leal  
Supervisor Maher  
Supervisor Shelley  
Clerk of the Board  
Chief Administrative Officer  
Controller  
Teresa Serata  
Barbara Kolesar  
Ted Lakey

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**



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7/14/93

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BUDGET COMMITTEE  
BOARD OF SUPERVISORS  
CITY AND COUNTY OF SAN FRANCISCO

WEDNESDAY, JULY 14, 1993 2:00 P.M.

ROOM 228, CITY HALL

PRESENT: SUPERVISORS MIGDEN, HSIEH, ALIOTO

CLERK: KAY GULBENGAY

CONSENT CALENDAR

1. All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Budget Committee, and will be acted upon by a single roll call vote of the Committee. There will be no separate discussion of these items unless a member of the Committee or a member of the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

- (a) File 101-90-10.10. [Release of Funds] Requesting release of reserved funds, Department of Public Works, 1989 Earthquake Bond Fund, in an amount totalling \$500,956, (from ordinance 333-90, \$81,284 and ordinance 252-92, \$419,672) for the Academy of Sciences, IZG/Research Facility, for seismic upgrade construction contract, Earthquake Safety Program Phase I Project. (Department of Public Works)

ACTION: Release of \$500,956 approved. Filed.

- (b) File 101-90-127.4. [Release of Funds] Requesting release of reserved funds, Department of Public Works, 1990 Earthquake Safety Bond Funds, in the amount of \$464,400, for Earthquake Safety Program Phase II, Palace of Fine Arts/Exploratorium. (Department of Public Works)

ACTION: Release of 464,400 approved. Filed.



REGULAR CALENDAR

2. File 161-93-5.1. [Redevelopment Agency Budget and Bonds] Resolution approving the Budget of the Redevelopment Agency of the City and County of San Francisco for Fiscal Year 1993-94; approving and authorizing an amendment to the indebtedness limitation agreement between Redevelopment Agency and the City and County of San Francisco; and approving the issuance by the agency of bonds in an aggregate principal amount not to exceed \$30,000,000 for the purpose of financing redevelopment activities in Fiscal Year 1993-94. (Redevelopment Agency)  
(Continued from 6/30/93)

ACTION: Hearing held. Amended (reflects budget as submitted by Redevelopment Agency and amended by Budget Committee); further amended by Budget Committee by deleting transfer of five (5) positions from the Mayor's Office to the Redevelopment Agency.  
Recommended as amended.

3. File 23-93-1. [Claims Against the Government] Resolution waiving the Statute of Limitations with respect to payment of one certain warrant of the City and County of San Francisco, in the amount of \$1,864.80 payable to Stanley Roberson, a legal obligations of the City and County of San Francisco. (Controller)

ACTION: Hearing held. Recommended.

4. File 237-93-3. [Surcharge on Filing Fees - Municipal Court] Resolution increasing the surcharge on filing fees in civil actions in the Municipal Court as provided in Government Code Section 76238 and Section 10.117-35 of the San Francisco Administrative Code, to assist in the acquisition, rehabilitation, construction and financing of courtrooms or of a courtroom building or buildings containing facilities necessary or incidental to the operation of the justice system in the City and County of San Francisco. (Municipal Court)

ACTION: Continued to the call of the chair.

5. File 293-93-1. [Ballot Measure] Motion ordering submission of an ordinance by the Board of Supervisors to the voters amending Part III of the Municipal Code by adding Article 15 to impose a tax on the privilege of selling aerosol paint containers, containers of any other marking substance, felt tip markers with a surface of one-half inch or greater, or any other marking instrument within the City and County. (Supervisor Conroy)

ACTION: Tabled at the request of the sponsor.

6. File 282-93-1. [Ballot Measure] Resolution submitting to the qualified electors of the City and County a proposition authorizing the lease financing of city-wide radio communication systems and related equipments for various City departments including the Police, Fire, Sheriff, Parking and Traffic and Public Health Departments. (Supervisor Migden)

ACTION: Hearing held. Recommended.



7. File 84-93-2. [Property Acquisition] Resolution approving and authorizing the execution of an agreement of purchase and sale for real estate (including certain liquidated damages), authorizing execution of documents reasonably necessary for the purchase of the property, and adopting findings pursuant to City Planning Code Section 101.1, all in connection with the acquisition of Ocean Beach Parcel 4. (Supervisor Shelley)

ACTION: Hearing held. Amended on page 2 line 16 after "San Francisco, California" by inserting "or their successor in interest."  
Bearing same title.  
Recommended as amended.

8. File 127-93-15. [Payroll Expense and Business Tax Increases] Ordinance amending Part III, Municipal Code, by amending Section 903.1 to increase the payroll expense tax from 1.5 percent to 1.7 percent for payroll expenses in excess of \$166,667 and by adding Section 1004.19 to impose an additional business tax on gross receipts exceeding specified amounts. (Supervisor Hallinan)

ACTION: Hearing held. Amendment of the whole (as presented by Supervisor Hallinan) adopted.  
New Title: "Amending Part III of the San Francisco Municipal Code by amending Section 903.1 thereof to create increased and graduated tax rates for businesses with total payroll expenses in excess of \$500,000 and adding Section 1004.19 thereto to impose an additional business tax on gross receipts exceeding specified amounts."  
Tabled. (Supervisor Migden dissented.)

9. File 96-93-2. [Surplus Property Sale] Ordinance authorizing and directing the sale of surplus city-owned property, under the jurisdiction of the Department of Public Works, known as Assessor's Block 1260, Lot 22; Assessor's Block 2713, Lot 10; and Assessor's Block 5067, Lot 3 and adopting findings pursuant to City Planning Code Section 101.1. (Supervisor Migden)

ACTION: Hearing held. Recommended.

10. File 97-93-39. [Sanctuary Ordinance Amendment] Ordinance amending the San Francisco Administrative Code by amending Chapter 12H, Section 12H-1 thereof, which prohibits use of City and County resources to assist in enforcement of Federal immigration laws, to permit identifying and reporting in certain circumstances persons who are in custody after being booked for the alleged commission of a felony. (Mayor)

ACTION: Hearing held. Amended on page 1 (in title) line 3 by replacing "Section 12H-1" with "Section 12H.2-1".  
New Title: "Amending the San Francisco Administrative Code by amending Chapter 12H, Section 12H.2-1 thereof, which prohibits use of City and County resources to assist in enforcement of Federal immigration laws, to permit identifying and reporting in certain circumstances persons who are in custody after being booked for the alleged commission of a felony."  
Recommended as amended.





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CITY AND COUNTY



OF SAN FRANCISCO

11  
**BOARD OF SUPERVISORS**

111 BUDGET ANALYST

1390 MARKET STREET, SUITE 1025

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July 12, 1993

**TO:** Budget Committee  
**FROM:** 111 Budget Analyst *RECOMMENDATIONS*  
**SUBJECT:** July 14, 1993 Budget Committee Meeting

Item 1a - File 101-90-10.10

**Department:** Department of Public Works (DPW)  
Bureau of Architecture (BOA)  
Academy of Sciences

**Item:** Request for release of reserved funds for the Academy of Sciences, IZG/Research Facility, for the seismic upgrade construction contract, Earthquake Safety Program Phase I Project.

**Amount:** \$500,956

**Source of Funds:** Earthquake Safety Bonds, Phase I

**Description:** The Board of Supervisors previously approved two separate supplemental appropriation requests (Files 101-90-10 and 101-92-3) that appropriated a total of \$26,600,000 from the first and third bond sales of Earthquake Safety Bond funds to various City departments, and reserved a total of \$12,015,686 for professional services and construction costs at various facilities.

The Academy of Science's share of these reserves is \$81,284 from the first bond sale and \$916,000 from the third bond sale for professional services and construction costs for a total of \$997,284 on reserve. The proposed release of reserved funds of \$500,956 would consist of \$81,284 from the first bond sale and \$419,672 from the third bond sale.

In addition to these reserved funds, an additional \$392,031 is unspent from the first bond sale to fund a portion of the Academy of Science's construction costs, for a total of \$1,389,315 in bond funds available for the Academy of Science seismic upgrading project.

The Department of Public Works (DPW) reports that a total of \$892,987 is required to fund the Academy of Sciences construction costs, consisting of \$500,956 in reserved funds, which is the subject of this request, and \$392,031 in unspent bond funds that are available from the first bond sale. The \$892,987 would be used as follows:

<u>Construction Contract</u>	
Commercial and Interiors	
Construction, Inc. (CICO)	\$811,807
<u>Construction Contingency</u>	
(Approximately ten percent of the construction cost)	<u>81,180</u>
<b>Total Construction Costs</b>	<b>\$892,987</b>

**Comment:**

The proposed construction contractor, Commercial and Interiors Construction, Inc. (CICO), is the low-bidder and is a LBE firm certified with the Human Rights Commission (HRC). In addition, CICO would utilize MBE and/or WBE subcontractors totaling \$150,630 or 18.6 percent of the total construction contract of \$811,807.

**Recommendation:**

Release the reserved funds in the amount of \$500,956, consisting of \$81,284 from the first bond sale and \$419,672 from the third bond sale. Continue to reserve \$496,328 for professional services and construction costs (\$916,000 less \$419,672 request from the third bond sale).

Item 1b - File 101-90-127.4

**Department:** Department of Public Works (DPW)  
Bureau of Architecture (BOA)

**Item:** Request for release of reserved funds for Earthquake Safety Program, Phase II, Palace of Fine Arts/Exploratorium.

**Amount:** \$464,400

**Source of Funds:** 1990 Earthquake Safety Bonds

**Description:** The Board of Supervisors previously approved an ordinance (File 101-90-127) that appropriated a total of \$26.5 million and reserved a total of \$16,427,980 for various contractual services, including the requested \$464,400 in reserved funds.

The Department of Public Works (DPW) reports that the reserved funds would be used for contractual services related to earthquake damage repairs and seismic upgrading at the Palace of Fine Arts. The low bidder for the proposed project is Gomez-Chabot Construction, a Human Rights Commission (HRC) certified MBE firm. Gomez-Chabot's bid was \$597,600. Therefore, the DPW would pay for these costs with the following funds:

Release of Reserved Funds (Subject of this request)	\$464,400
Federal Emergency Management Agency (FEMA)	<u>133,200</u>
<b>Total Construction Costs</b>	<b>\$597,600</b>

**Comment:** According to Mr. Jorge Alfaro of the Department of Public Works (DPW), the \$133,200 in FEMA funds was previously authorized.

**Recommendation:** Release the reserved funds in the amount of \$464,400.



Item 2 - File 161-93-5.1

**Note:** This item was continued by the Budget Committee at its meeting of June 30, 1993.

**Department:** San Francisco Redevelopment Agency

**Item:** Resolution approving the budget of the Redevelopment Agency of the City and County of San Francisco for Fiscal Year 1993-1994; approving and authorizing an amendment to the Indebtedness Limitation Agreement between the Redevelopment Agency and the City and County of San Francisco; and approving issuance by the Agency of bonds in an aggregate principal amount not to exceed \$30,000,000 for the purpose of financing Redevelopment activities in Fiscal Year 1993-94.

**Amount:** \$62,406,000

<b>Source of Funds:</b>	<u>FY 1993-94 Budget</u>	<u>FY 1992-93</u>	<u>FY 1993-94</u>
	Property Sales	\$27,482,000	\$ -
	Rentals/Leases	6,170,000	6,111,000
	Prior Year Earnings/Savings	14,804,000	8,869,000
	Grants	5,000,000	6,840,000
	Debt Proceeds	4,000,000	-
	Developer Contributions	500,000	700,000
	Tax Increment	7,316,000	12,262,000
	Tax Increment Bond Requirement	<u>57,490,000</u>	<u>27,624,000</u>
	Total	\$122,762,000	\$62,406,000

**SFRA Budget:** The San Francisco Redevelopment Agency has proposed a \$61,594,000 budget for 1993-94 as follows:

Legal	\$1,192,000	\$1,162,000
Econ. Studies & Misc. Items	1,899,000	1,335,000
Acquisition	16,000,000	2,233,000
Public Improvements	22,747,000	5,170,000
Architect, Engineering, Design & Review	4,134,000	-
Construction Monitoring	1,426,000	1,950,000
Relocation	252,000	721,000
Property Maintenance	3,435,000	6,056,000
Housing Production & Assistance	20,437,000	16,727,000
Employment/Business Assistance	1,476,000	686,000
Business Dev./Revitalization	7,626,000	390,000
Debt Service	12,689,000	17,333,000
Refinancing: Fuji Debt	16,785,000	-
Restricted Funds	<u>3,964,000</u>	<u>-</u>
Subtotal	\$114,062,000	\$53,763,000

	<u>FY 1992-93</u>	<u>FY 1993-94</u>
Personnel Costs	\$7,096,000	\$6,869,000
Administrative Costs	<u>1,604,000</u>	<u>1,773,000</u>
Subtotal	\$8,700,000	\$8,642,000
 Total Project Costs	 <u>\$122,762,000</u>	 <u>\$62,405,000</u>

**Description:**

A description of major project activities and anticipated accomplishments for each project for 1993-94 are as follows:

**Yerba Buena Center**

**\$17,236,000**

Complete working drawings and start construction of the child care center, ice rink/bowling center, children's cultural center, carousel and park on Central Block 3.

Implement security, operation and maintenance program for the Gardens and Center for the Arts on Central Block 2.

Continue to monitor construction of the San Francisco Museum of Modern Art and implementation of the Affirmative Action goals.

Work with the Mexican Museum in the development of their facility.

Negotiate agreement and begin design review with developer selected for the entertainment/retail site on Central Block 2.

Negotiate agreement and begin design review with developer selected for the housing development on East Block 2-C.

Market site for development and select a developer for East Block 2-A.



**Rincon Point - South Beach/South Beach Harbor**      **\$3,809,000**

Continue discussions with current residential property owners related to owner participation for the development of their property in accordance with the plan.

Monitor owner participation efforts for development of the site.

Complete remodeling and market commercial space on Pier 38BB and Pier 40 for harbor related and harbor compatible uses.

Continue to coordinate the construction of the Embarcadero Roadway in the project area, and to negotiate interim parking, access and staging areas and scheduling.

Exercise option to lease with the Port and begin construction of South Beach Park and continue to maintain, operate and market the South Beach Harbor. Review and approve architectural plans prior to construction which is scheduled for Summer of 1994.

Negotiate leasing agreement with the Port for Rincon Point Park, as well as to initiate the design process.

**Western Addition A-2**      **\$4,184,000**

Continue to provide relocation, affirmative action, economic development, housing and public improvement activities in the Western Addition A-2. Future activity in the A-2 Redevelopment Project Area would include 102 residential condominiums in Parcel 732-A, 17 units at Sutter near Fillmore, 26 units at Myrtle and Van Ness and 53 units and a Senior Center on McAllister near Fillmore.

**Hunters Point**

**\$1,969,000**

Begin construction of 117 affordable housing units at one location and provide additional housing subsidies to purchasers of units to be constructed in the Hunters Point School II site. In addition, the Agency intends to fund the San Francisco Housing Development Corporation to provide a home ownership educational program.

**Hunters Point Shipyard**

**\$1,415,000**

Work with Navy to expedite toxic clean up schedule and remediation of the Shipyard.

Lease first 50 acre site from the Navy upon completion of toxic clean up.

Develop conceptual plan for entire Shipyard and specific plan for the 50 acre site.

Continue City's Master Plan amendment and EIR process. (Funding is contingent on the approval of a Redevelopment Project Area.)

Work with the Mayor's Citizens Advisory Committee to incorporate their development criteria into the process.

Demolish vacant single family homes on the 50 acre site.

**India Basin**

**\$463,000**

Monitor land use compliance under the Redevelopment Plan.

Provide economic development assistance and opportunities through a program with the Urban Economic and Development Corporation.

**Affordable Housing Program**

**\$13,739,000**

The program would continue to be administered jointly with the Mayor's Office of Housing. The allocation of funds for each program category may be adjusted depending on need, but the overall program allocations totaling \$13,904,000 would be:

Nonprofit Acquisition, Rehabilitation and New Construction of Low/Moderate Housing	\$6,000,000
Nonprofit and Tenant Purchase of At-risk Federally Subsidized Developments	500,000
Housing Loans and Grants to People with AIDS	6,000,000
Relocation Assistance and Affirmative Action Compliance	195,000
Studies and Other Costs	98,000
Fair Housing Testing in Agency-financed Rental Projects	10,000
Personnel Costs	713,000
Administration	193,000
Outside Legal Counsel	<u>30,000</u>
Total	\$13,739,000

**South of Market**

**\$5,774,000**

Continue to acquire housing development sites for the development 100 family dwelling units and to facilitate the acquisition of 2-3 Single Room Occupancy (SRO) Hotels and/or apartment buildings by non profit developers for the purposes of rehabilitation and instituting better management.

Complete construction on three new housing development sites which would produce 54 new family units and 140 replacement SRO units.

Complete and adopt an amended redevelopment plan which will expand the project area boundaries and broaden the scope of redevelopment activities.

South Beach Harbor

\$3,234,000

Continue to maintain and operate the harbor.

South Bayshore Study Area

\$180,000

In cooperation with community groups and businesses complete creation of project area committee and begin process for creation of a survey area for the development of Third Street.

Center for the Arts

\$5,000,000

Center for the Arts is currently scheduled to be open in October of 1993. The Center for the Arts has developed a detailed budget for operation of the Center. Revenues and expenditures for the first year of operation are summarized as follows:

Revenue

Governmental Fund:

- SFRA \$2,500,000

Fundraising 845,464

Earned Income:

- Box Office Revenue \$274,169

- Facilities Rentals 178,664

- Galleries Admissions 40,320

- Cafe and Bookstore 25,000

- Investments and Interests 20,000 538,153

Prior Years' Designated Funds  
for Opening Expenses 650,000

Total Revenue 4,533,617

Expenses

Staffing Costs:

Programs \$262,515

Marketing/Development 171,122

Box Office 83,952

Operation 370,243

Administration 372,752

Benefits 285,435 1,546,019

Programs:

Performing Arts \$529,130

Visual Arts 277,770 806,900

Public Relations and Marketing 625,724

Fundraising 73,072

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**

Operating Costs:	
Maintenance & Security	
Contracts	\$569,250
Utilities	201,354
Equipment	30,888
Other Operating Expenses	<u>219,474</u>
Administration	<u>1,020,966</u>
	<u>235,937</u>
Total Expenses	\$4,308,618
Mandated Reserves	<u>225,000</u>
Total Expenses and Reserves	\$4,533,618*

\*Total Revenues do not equal Expenses and Reserves due to rounding.

**Economic Development** **\$2,037,000**

A summary of goals for the upcoming fiscal year:

Implement Chinatown Economic Development Programs to include Small Business Loan Program, Aesthetic Improvement Program, Chinatown Lighting Program, Transportation Improvement Program, and Marketing Program.

Continue currently funded neighborhood revitalization programs and activities for South of Market, 24th Street, Hunters Point, and Western Addition.

Establish survey area in Hunters Point/South Bayshore to initiate Third Street Revitalization Program.

Continue predevelopment activities on GSA, GAP, and Hunters Point Naval Shipyard sites. Continue to assist Mayor's Office city-wide economic development efforts.

Continue currently funded small business loan programs for South of Market, 24th Street, Hunters Point, and Western Addition.

Place six businesses in the Western Addition Small Business Incubator.

Continue to provide business technical assistance and employment development assistance through contracts with community-based organizations.

**Federal Office Building (FOB)**

**3,056,000**

The project involves the establishment of a redevelopment project area around the GSA Site, the acquisition of the Site, the fiscal merger of existing redevelopment project areas to permit tax allocation financing for the project and disposition of the Site to the General Services Administration for the construction of the FOB. Goals for Fiscal Year 1993-94 would include:

Establish new redevelopment project area.

Merge all Agency project areas for fiscal purposes.

Complete required relocation of existing commercial tenants.

Acquire the GSA Site, and convey the GSA Site to the Federal government.

**Central Relocation Service**

**\$310,000**

The Central Relocation function would continue to be funded with 4 positions, the same as fiscal year 1992-93.

**Grand Total all Projects**

**\$62,406,000**

The proposed legislation would also approve and authorize an amendment to the Indebtedness Limitation Agreement between the SFRA and the City. This agreement authorizes the SFRA to claim \$2,538,000 annually to repay the 1993 Tax Increment Bond and limits the SFRA to a cumulative annual tax increment payment of \$14,800,000 per its statement of indebtedness to be filed by October 1, 1993. The \$14,800,000 payment would be distributed as follows:



1993-94 Proposed SFRA Tax Increment Revenue

1989-90 Tax Increment	\$3,757,431
1990-91 Tax Increment	1,887,400
1991-92 Tax Increment	1,673,108
1992-93 Tax Increment	2,475,430
Additional 1992-93 (Not taken by SFRA)	<u>2,468,631</u>
Total Prior Year Tax Increment Revenue	\$12,262,000
1992-93 Proposed Tax Increment	<u>2,538,000</u>
Total 1992-93 Tax Increment Revenue	\$14,800,000

The proposed legislation would finally approve the issuance of bonds in an aggregate principle amount not to exceed \$30,000,000 for the purpose of financing 1993-94 redevelopment activities. The Agency is requesting \$30 million as the aggregate principle amount in tax increment bonds, though the Agency only requires \$27,624,000 or \$2,376,000 less than \$30 million. According to Mr. Bob Gamble, of the Redevelopment Agency, the Agency would need the remaining \$2,376,000 to pay bond issuance costs.

The administrative budget of the Agency for fiscal year 1993-94 has been reduced by \$58,000 from \$8,700,000 to \$8,642,000. The number of full time equivalent positions has been reduced by 9.5 from 111.5 to 102. The position deletions from the fiscal year 1992-93 the budget are as follows:

<u>No. of</u> <u>Positions</u>	<u>Position Title</u>	<u>Function</u>	<u>Fiscal Year</u> <u>1992-93 Salary</u>
1	Chief Econ. Dev.	Economic Development	\$81,968
1	Sr. Civil Engineer	Engineering & Rehab.	80,000
1	Civil Engineer	Engineering & Rehab.	69,160
.5	Sr. Architect	Architecture	37,206
.5	Architectural Associate	Architecture	29,781
1	Sr. Clerk	Affirmative Action	30,394
1	Chief of Planning/ Programming	Planning and Programming	84,448
.5	Legal Clerk	Legal	13,802
1	Sr. Accountant	Finance	44,356
1	Data Processing Mgr.	Data Processing	71,162
1	Secretary II (Floater)	Administrative Services	36,426
1	Clerk/Receptionist	Administrative Services	28,964
<u>(1)</u>	Development Specialist*	Housing Production & Mgt.	<u>(62,712)</u>
9.5			
		Total Salaries	\$544,955

\*Federally funded position added for housing with AIDS program.

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**

The fiscal year 1993-94 proposed budget would also increase by 5 positions from 102 to 107 due to the transfer and/or reassignment of 5 positions for Economic Development from the Mayor's Office as follows:

Sr. Dev. Exec. Dir., Economic Dev.	\$96,694
Dir. of Business Development	63,024
Dir. of Property Formulation	53,766
Enterprise Zone Coordinator	63,024
Dir. of Loan Programs	<u>71,162</u>
Total Annual Salaries	\$347,670

The initial transfer and/or reassignment request of the Mayor was for six positions. The Mayor submitted an amendment which deleted, instead of transferring and/or reassigning, a Loan Program Accountant position and reduced the salaries of three of the five remaining subject positions. These five positions would be paid from an Airport workorder and UDAG and Title IX Loan Program grant funds. The above five positions were approved in the SFRA's interim budget.

**Comments:**

1. The Budget Committee has recommended \$590,424 in reductions to the fiscal year 1993-94 SFRA budget. These reductions are as follows:

<u>Account Title</u>	<u>Position/ Equipment Number</u>	<u>From</u>	<u>To</u>	<u>From</u>	<u>To</u>	<u>Savings</u>
Dues and Subscriptions				\$37,740	\$32,850	\$4,890
Conference & Etc.				13,765	10,100	3,665
Commissioner's Fees & Related Expenses				15,000	8,750	6,250
To eliminate increases for these expenditure accounts.						
Travel-Local				16,925	14,500	2,425
Travel - Out of Town				11,600	5,000	6,600
Office Supplies				84,650	75,000	9,650
Supplies-Minimal Printing Photo				92,350	55,000	37,350
Maintenance Machines Equipment/ Furniture				119,050	85,000	34,050
Purchase/Machines Equipment/ Furniture				88,750	35,000	53,750

Reduce to actual 1992-93  
expenditure level adjusted by  
a cost of living factor for 1993-  
94.

Memo to Budget Committee  
July 14, 1993

<u>Account Title</u>	<u>Position/ Equipment Number</u>	<u>From</u>	<u>To</u>	<u>From</u>	<u>To</u>	<u>Savings</u>
Clerk/Receptionist		0	1	0	\$28,964	(\$28,964)
Mandatory Fringe Benefits				\$983,808	989,433	(5,625)
To restore position which has been deleted from Administrative Services.						
Center for the Arts				5,000,000	4,533,617	466,383
Reduce the Center for the Arts budget from the \$5,000,000 estimate of the SFRA to the actual budget including reserves proposed by the Center.						

\$590,424

2. Based on a review of the costs and discussions, the Executive Director of the SFRA, Mr. Edward Helfeld and Mr. Bob Gamble of the SFRA, Ms. Teresa Serata of the Mayor's Office and the Budget Analyst have identified the amount of funds that are needed to support the administrative costs related to the five Economic Development positions being transferred and/or reassigned to the SFRA from the Mayor's Office. These costs are as follows:

Salaries and Fringe Benefits of one Loan Accountant position*	\$64,396
Variable Costs (including supplies and materials, rental and maintenance of equipment, etc.)	<u>9,000</u>
Total	\$73,396

\*This position is needed to account for the UDAG and Title IX loan programs.

Mr. Helfeld concurs with the Budget Analyst and the Mayor's Office that secretarial support can be provided from existing SFRA resources. These estimates do not include any provision for the use of the SFRA's office space. Further, these estimates are based on legal services continuing to be provided by the City Attorney's Office and/or the SFRA's existing legal staff.

**BOARD OF SUPERVISORS  
BUDGET ANALYST**

Memo to Budget Committee  
July 14, 1993

**Recommendation:** Approve the proposed resolution.

Item 3 - File 23-93-1

**Department:** Controller's Office

**Item:** Resolution waiving the statute of limitations with respect to payment of a warrant in the amount of \$1,864.80.

**Description:** According to Section 10.181 of the San Francisco Administrative Code, a warrant issued by the City and County of San Francisco becomes void one year from the date issued. The payee of the warrant may present the warrant to the Controller for payment up to three years from the date that it was considered invalid, or four years from the original issue date. After that point, the Controller may no longer pay such a warrant because the statute of limitations has expired, unless approval is obtained from the Board of Supervisors.

The proposed resolution would waive the statute of limitations and would authorize the Controller's Office to replace a warrant issued to Mr. Stanley Roberson, on April 20, 1982, Warrant Number 5152588128, in the amount of \$1,864.80.

**Comments:** 1. Warrant #5152588128 was issued 11 years ago to Mr. Stanley Roberson by the Municipal Railway (MUNI). According to the Controller's Office, Mr. Roberson never received this warrant. A previous resolution (Resolution No. 9057) for the reissuance of Mr. Roberson's warrant was disapproved by the Board of Supervisors because Nelson-Brown Equities, an asset search firm, would have received a large portion of the proceeds from the warrant. In an action which was brought against the City by Nelson Brown Equities, the San Francisco Superior Court held that the Board of Supervisors was under no obligation to pay the expired warrant. As a result of the Superior Court's ruling, Nelson-Brown Equities has assigned all of its rights to Mr. Roberson's warrant, back to Mr. Roberson. The "Assignment of Rights" by Nelson-Brown Equities is attached.

2. According to Niall E. Lynch of McCutchen, Doyle, Brown, and Enersen, Mr. Roberson's counsel on a pro bono basis, if the Board of Supervisors approves the proposed resolution, Mr. Roberson would receive the entire amount of the warrant, or \$1,864.80.

3. The Controller's Office records indicate that Warrant #5152588128 has not been cashed, has been canceled by the Controller's Office, and that the City and County of San Francisco has sufficient funds to reissue a new warrant in the amount of \$1,864.80 to Mr. Roberson.

Memo to Budget Committee  
July 14, 1993

**Recommendation:** Approve the proposed resolution.



## ASSIGNMENT OF RIGHTS

This Assignment of Rights dated May 31, 1993 ("Assignment"), is made by Nelson-Brown Equities, Inc., a California corporation ("Nelson-Brown"), in favor of Stanley Roberson, an individual.

WHEREAS, the City and County of San Francisco issued Warrant No. 515-2588128 on behalf of Stanley Roberson in the amount of \$1,864.80;

WHEREAS, Stanley Roberson assigned part of his interest in Warrant No. 515-2588128 to Nelson-Brown in consideration for Nelson-Brown's attempts to collect the money on the warrant from the City and County of San Francisco;

WHEREAS, Nelson-Brown does or may have certain rights against the City and County of San Francisco and Stanley Roberson in connection with Warrant No. 515-2588128;

WHEREAS, due to Nelson-Brown's inability to collect the money under the warrant, Nelson-Brown has agreed to execute and deliver to Stanley Roberson this Assignment;

NOW THEREFORE, Nelson-Brown acts and agrees as follows:

1. Assignment. Nelson-Brown conveys, assigns and transfers to Stanley Roberson, his successors and assigns, to the fullest extent permissible under applicable law, all of its right, title and interest to or in any and all claims it has, or may have, in any warrant issued by the City and County of San Francisco on behalf of Stanley Roberson, including Warrant No. 515-2588128.

2. Authority to Act. Nelson-Brown conveys, assigns and transfers to Stanley Roberson, his successors and assigns, to the fullest extent permissible under applicable law, the full and exclusive right, power and authority to act with respect to any warrant issued by the City and County of San Francisco on behalf of Stanley Roberson, including without limitation the full and exclusive right, power and authority to bring, prosecute, dismiss, compromise, reassign, or release, in whole or in part, any interest in warrants issued by the City and County of San Francisco on behalf of Stanley Roberson.

3. Release. Nelson-Brown hereby releases and discharges Stanley Roberson and his successors and assigns from any and all claims, judgments, demands, warranties, causes of action, damages, losses and any liabilities (including compensation for any services), known or unknown, anticipated or unanticipated, that it may have or may ever claim to have which arise out of or are in any way connected with or related to matters set forth in this assignment.

4. Facts May Prove Different. The parties, Nelson-Brown and Stanley Roberson, understand and expressly accept and assume the risk that the facts with respect to which this Assignment is executed may later be found to be different from the facts now believed to be true or that they may discover facts in addition to the facts they now know or believe to be true, and they agree that this Assignment shall remain effective notwithstanding any such difference in facts or such additional facts.

5. Severability. In the event that any term or provision of this Assignment is held by any court of competent jurisdiction to be invalid or unenforceable, such invalid or unenforceable term or provision shall be deemed to be stricken, and the remainder of this Assignment shall be enforced as if such invalid or unenforceable term or provision were not set forth as a part of it.

6. Governing Law. This Assignment shall be governed by, and construed in accordance with, the laws of the state of California applied without regard to principles of conflicts of laws.

IN WITNESS WHEREOF, Nelson-Brown has executed this Assignment as of the date set forth below.

Dated: May 31, 1993

NELSON-BROWN EQUITIES, INC.

By 

Its CFO

Item 4 - File 237-93-3

**Department:** Municipal Court

**Item:** Resolution to increase the surcharge on filing fees in civil actions in the Municipal Court as provided in Government Code Section 76238 and Section 10.117-35 of the San Francisco Administrative Code, in order to assist in the acquisition, rehabilitation, construction, and financing of courtrooms or of a courtroom building or buildings containing facilities necessary or incidental to the operation of the justice system in the City and County of San Francisco.

**Description:** According to California Government Code Section 76238, the Board of Supervisors is authorized to impose a surcharge, not to exceed \$50, on any filing fee in any civil action in the City's Municipal Court. Section 76238 further states that this fee is to be deposited in the Courthouse Construction Fund, established by Section 10.117-35 of the San Francisco Administrative Code, and is to be used to assist the City in acquiring, rehabilitating, constructing, and financing courtrooms or courtroom buildings containing facilities necessary or incidental to the operation of the justice system within the City.

The current Municipal Court filing fee is \$80. Of this amount, \$44 is transmitted to the State for deposit into the Trial Court Funding Act Trust Fund that is allocated by the State to fund county Municipal and Superior Courts throughout the State. The remaining \$36 is retained by the City for the Law Library Fee (\$18), the Dispute Resolution Fund (\$3), the Court Micrographics Fund (\$3), the Judges' Retirement Fund (\$2), and \$10 is deposited in the Courthouse Construction Fund. The proposed resolution would increase the amount of the Municipal Court filing fee retained by the City for deposit into the Courthouse Construction Fund by \$40 from the current \$10 to the \$50 maximum allowed by the State Government Code. The \$40 increase would be deducted from that portion of the filing fee (\$44) which is currently transmitted to the State Trial Court Funding Act Trust Fund, resulting in no change in the total Municipal Court filing fee of \$80.

Mr. Robert Curl of the Municipal Court reports that the proposed \$40 increase in the City's share of the filing fee surcharge would increase the revenues deposited in the Courthouse Construction Fund by approximately \$600,000 annually from approximately \$200,000 to approximately \$800,000.

**Comments:**

1. The City has taken the preliminary steps to construct a new courthouse at the corner of Polk and McAllister Streets. The City plans to purchase and demolish the California Society of Pioneers Building and two City office buildings currently located at that site and replace them with the new courthouse. The new courthouse is estimated to be completed in 1996 or 1997.

The total estimated cost of the new courthouse is approximately \$65 million including debt service on Certificates of Participation. The cost will be totally funded from the Courthouse Construction Fund. No General Fund monies will be required. The Courthouse Construction Fund had a balance of approximately \$10.4 million as of April 30, 1993.

The Board of Supervisors previously appropriated a total of \$4,180,956 from the Courthouse Construction Fund for start-up costs for the construction of the new courthouse (File 101-92-12 - \$335,134 and File 101-92-87 - \$3,845,822).

2. Ms. Kate Harrison, Budget Officer for the Superior and Municipal Courts, indicates that in order for the proposed \$40 increase in share of the Municipal Court filing fee that is retained by the City to finally become effective, the State must also approve the Municipal Court's request to the State for the increase which would result in a corresponding \$40 reduction in the State's share of the filing fee. According to Ms. Harrison, if the State does not approve the proposed \$40 increase in the City's share, the proposed resolution, even if approved by the Board of Supervisors, would have no effect. However, the proposed resolution was submitted to the Board of Supervisors at the same time as the request for the \$40 increase was submitted to the State for approval.

**Recommendation:** Approve the proposed resolution.



Item 5 - File 293-93-1

**Department:** Board of Supervisors

**Item:** Motion ordering submission of an ordinance by Board of Supervisors to the voters. The ordinance would amend Part III of the Municipal Code by adding Article 15 to impose a tax on the privilege of selling aerosol paint containers, containers of any other marking substance, felt tip markers with a surface of one-half inch or greater, or any other marking instrument within the City and County.

**Description:** Due to increasing proliferation of graffiti in San Francisco, the City is considering several options, including a Graffiti Prevention Tax, for raising funds for the removal and prevention of graffiti. Part 1.7 of Division 2 of the California Revenue and Taxation Code (Code) authorizes any city or county within the State of California, with the approval of two-thirds of the electorate, to enact an excise tax at the rate of \$0.10 per aerosol paint container or container of any other marking substance and \$0.05 per felt tip marker with a flat or angled marking surface of one-half inch or greater or any other marking instrument, for the purposes of preventing and removing graffiti.

In order to enact this excise tax, the City must act in accordance with the State Revenue and Taxation Code. Pursuant to this Code, the City would have to contract with the the State Board of Equalization (State Board) for the administration and operation of the Graffiti Prevention Tax. The State Board would collect the tax in a manner similar to the procedures followed in administering and collecting the California State Sales and Use Tax. In addition, the State Board would be responsible for determining the tax base and for requiring retailers to collect the proposed tax. The tax imposed by the ordinance would expire five years after the date on which the ordinance becomes operative.

For the purposes of the proposed tax, all sales would be considered consummated at the place of business of the retailer unless the item sold is delivered to an out-of-state destination. At the time of sale of the items upon which tax is imposed, the retailer would collect the tax from the consumer and give to the consumer a receipt in the manner and form prescribed by the State Board. The revenues collected pursuant to the proposed tax would be remitted to the State Board annually, on or before February 15 following the end of the calendar year during which the tax was collected.

Upon receipt of the tax revenue, the State Board of Equalization would retain a specific portion, not yet known, for its administrative costs and forward the remaining amount to the City (See Comment 1). The City would place this revenue in a fund, to be allocated and disbursed by the Board of Supervisors to various City departments for the purpose of the removal and prevention of graffiti.

Collection, overpayments, refunds and the administration of the tax would be governed by corresponding sections of the State Revenue and Taxation Code. Amendments of the provisions of the State Revenue and Taxation Code relating to excise taxes would automatically become part of the proposed ordinance. Finally, any person violating any of the provisions of the proposed ordinance would be deemed guilty of a misdemeanor, punishable by a fine of not more than \$500 or by imprisonment of not more than six months, or both.

The proposed motion would submit an ordinance to the electorate amending Part III of the Municipal Code by adding Article 15, to be known as the "San Francisco Graffiti Prevention Tax," the purpose of which would be to provide revenue through an excise tax at the rate of \$0.10 per aerosol paint container and \$0.05 per felt tip marker to finance the removal and prevention of graffiti and to combat graffiti vandalism in all of its forms.

At present, there is no method of determining how much the City would receive in excise tax revenues as a result of the Graffiti Prevention Tax. Ms. Tammy Mayfield of the Bay Area Air Quality Management District (BAAQMD) reports that BAAQMD does record the number of aerosol containers sold in San Francisco annually, but not specifically the number of aerosol paint containers. In addition, it is not possible at this time to determine the number of felt tip markers or other marking instruments that are purchased annually in retail outlets in San Francisco. Thus, an estimate of the total possible revenue to the City cannot be readily made.

The following table provides various City departments' current annual expenditures for the removal of graffiti and their estimates of the approximate annual cost of graffiti removal based on the number of reports of graffiti.



Memo to Budget Committee  
July 14, 1993, Budget Committee Meeting

<u>Department</u>	<u>Estimated Present Annual Expenditures for Removal of Graffiti</u>	<u>Estimated Annual Amount Needed for Substantial Removal of Graffiti</u>
MUNI	\$2,600,000	\$4,300,000
Board of Education	500,000	1,265,000
DPW	920,000	920,000 <sup>1</sup>
Rec/Park	150,000	300,000
Arts Commission	<u>\$20,000</u>	<u>20,000</u>
<b>Total</b>	<b>\$4,190,000</b>	<b>\$6,805,000</b>

**Comments:**

1. According to Mr. Bill Kimsey of the State Board of Equalization, Excise Tax Division, the State Board has just begun to research the costs involved in administering and operating the proposed Graffiti Prevention Tax. Mr. Kimsey reports that this process will require at least one month, at which time the associated costs of the proposed tax will be reported to the City.

2. Mr. James Van Gundy of the State Board of Equalization advises that it is possible that the administration costs of the excise tax could be higher than the potential revenue, thus removing the incentive for having a Graffiti Prevention Tax.

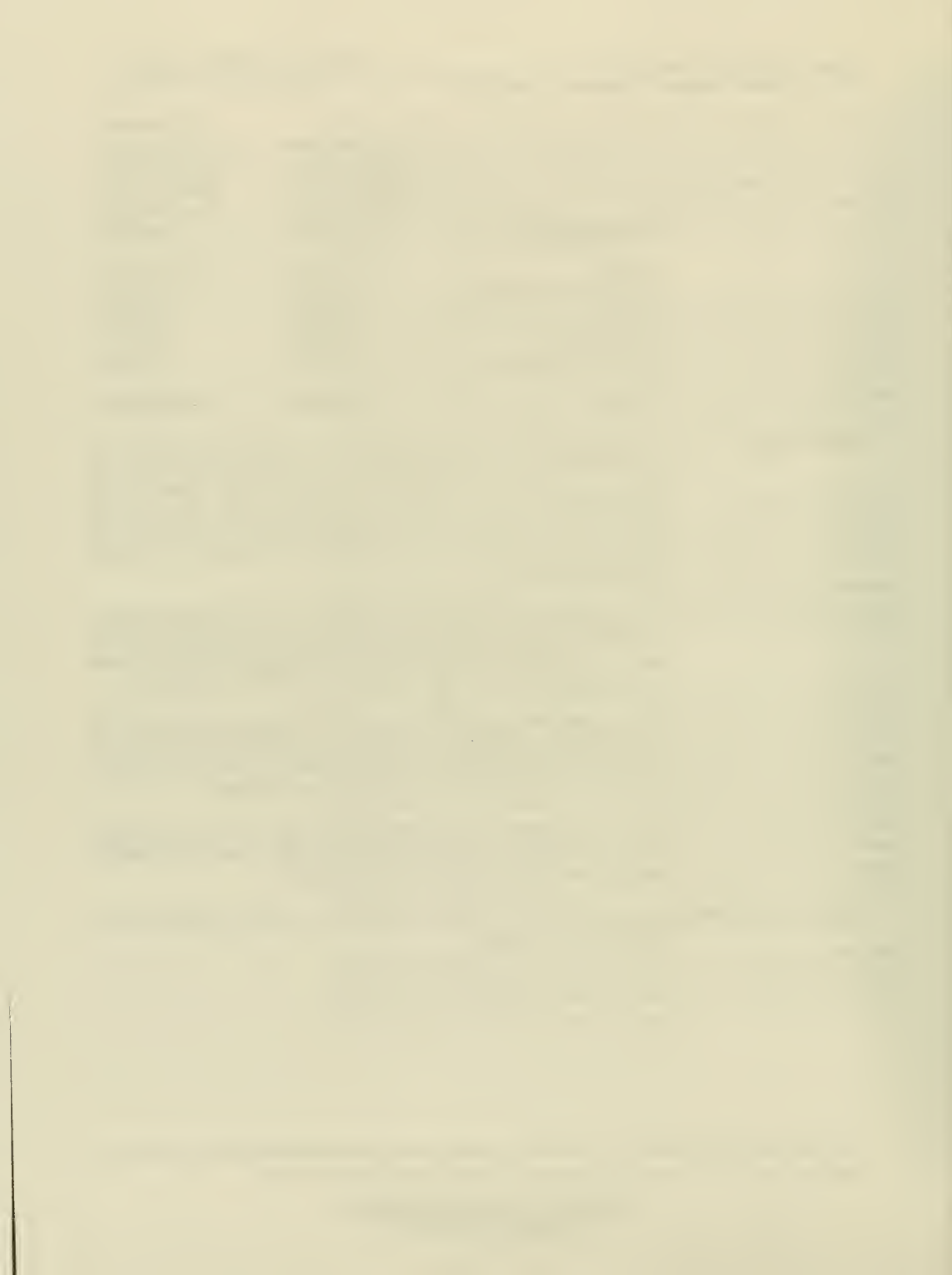
3. Ms. Julia Friedlander reports that San Francisco would be the first city in California to enact a Graffiti Prevention Tax in accordance with State law; thus, estimates of City revenues cannot be made based on other cities' experiences.

4. The precise way in which the Graffiti Prevention Fund would be allocated to City departments for removal of graffiti and education has not yet been determined.

**Recommendation:** Approval of the proposed motion is a policy matter for the Board of Supervisors.

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<sup>1</sup> FY 1993-94 will be the first year for DPW's graffiti removal program; thus DPW does not have an estimated cost of the substantial elimination of graffiti based on past experience.



Item 6 - File 282-93-1

**Department:** Department of Electricity and Telecommunications (DET)

**Item:** Resolution to submit to the qualified voters of the City and County of San Francisco a proposition authorizing the lease financing (lease/purchase) of a City-wide radio communications system and related equipment for various City departments including the Police, Fire, Sheriff, Parking and Traffic, and Public Health Departments. (A radio communications system is all equipment necessary to complete the transmission and reception of information between two points, whether they be mobile or stationery.)

**Amount:** Not to exceed \$50 million

**Description:** Section 7.309 of the San Francisco Charter states that the Board of Supervisors shall not approve the lease financing of public improvements or equipment unless a proposition generally describing the public improvements or equipment and the lease financing arrangement is approved by a majority of the voters voting on the proposition. The Board of Supervisors may by resolution submit such a proposition to the qualified voters of the City and County of San Francisco at a general or special election.

Charter Section 7.309 defines lease financing as including a situation of the City leasing equipment from a nonprofit corporation for the purpose of financing the acquisition of equipment. The advantage of such lease financing is that the non-profit corporation borrows funds in the financial markets on a revolving basis, pools the amounts borrowed and makes the funds available to City departments, usually at a lower interest rate than if the City departments were to lease directly from a private, for-profit firm.

The proposed resolution would authorize the submission of a proposition authorizing a lease financing arrangement to the electorate of the City and County of San Francisco for equipment financing. The City would be authorized to enter into a lease financing arrangement with the City and County of San Francisco Finance Corporation (or a similar non-profit organization) for the purpose of acquiring a radio communications system and related equipment for various departments including, but not limited to the Police, Fire, Sheriff, Parking and Traffic, and Public Health Departments. The amount of indebtedness would not be permitted to exceed the aggregate principal amount of \$50 million.

The City's current radio communication infrastructure was built "piece meal" and "as required" to meet specific requirements over the last 30 years. One result is that the City's current radio communications system has reached capacity and can no longer carry additional services or new channels. Furthermore, each department's radio system is unique to itself, thus prohibiting inter-departmental communication. In effect, the current radio infrastructure of the City cannot meet the City's growing and continuing demands, which include, among others, increased departmental demands for more communication channels, improved radio coverage demands, needs for faster and instantaneous access to information, increased demands from citizens for more and faster services from the City, and the need for inter-departmental communications.

In 1990, the Board of Supervisors adopted a resolution (File No. 247-90-1) directing the Mayor and the Chief Administrative Officer to take the necessary and appropriate steps to purchase and implement a new City-wide communications system usable by each and every City department at all times, including in the event of a disaster. Radio communication between departments is necessary especially in cases of natural disaster, when the use of telephones is often prohibited and efficient communication among departments is vital.

In November of 1992, the Federal Communications Commission (FCC) adopted a change to the technical specifications for radio communications systems (Notice of Proposed Rule Making, PR Docket No. 92-235), which could require costly modifications to and partial replacement of existing equipment in the City's radio communications system by January 1, 1996, and the eventual total replacement of the system by the year 2004.

However, according to Mr. Lorenzo Garde, a Radio Engineer in the Department of Electricity and Telecommunications (DET), modification and partial replacement of the existing radio system communications would be difficult or even impossible since the majority of existing equipment is no longer manufactured, replacement parts are unavailable for some equipment, and some existing equipment is more than 30 years old and cannot be replaced. In addition, merely modifying and partially replacing existing radio communications equipment would not provide solutions to the City's growing demands, specifically for inter-departmental communications.

In order to meet City departments' demands for more competent radio communications, the DET has proposed that a new radio communications system be installed that would comply with the new FCC regulations regarding radio communications systems. The new radio communications system would be implemented by the DET with assistance from Motorola, Inc., the system designer. As well as meeting the need for standardization of radio communications equipment, required under Chapter 22a of the San Francisco Administrative Code, this system would provide comprehensive solutions to many of the City's radio communication problems.

The new radio communications system, in addition to expanding the number of channels, would also make each channel available for use to any authorized subscriber. In addition, the new radio communications system would provide the capability for inter-departmental communications, in particular during disaster recovery. The necessary equipment would be purchased from Motorola, Inc. by the San Francisco Finance Corporation. The radio communications system equipment would be purchased by the City through a lease/purchase agreement with the San Francisco Finance Corporation.

According to Mr. Garde, the installation of the new radio communications system would cost the City \$37,149,812 as follows:



Memo to Budget Committee  
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Department	Department Specific Equipment	System A Equipment <sup>1</sup>	System B Equipment <sup>2</sup>	System A & B Equipment <sup>3</sup>	Sales Tax	Incidental Costs	Department Total
Police	\$6,592,600		\$6,156,210	\$987,469	\$1,167,584	\$2,169,539	\$17,073,402
Fire	3,020,900		3,215,683	515,802	573,953	1,133,254	8,459,592
Sheriff	1,598,600	\$675,359		804,382	261,659	676,179	4,016,179
Parking/Traffic	1,829,700	293,346		349,388	210,157	293,702	2,976,293
Water	1,151,800	183,963		219,108	132,164	184,186	1,871,221
DPH Paramedics	623,200		417,707	67,001	94,172	147,207	1,349,287
Mayor's O.E.S.	509,900	76,237		90,801	57,540	76,329	810,807
Rec/Park	267,900	89,495		106,593	39,439	89,604	593,031
<b>Total</b>	<b>\$15,594,600</b>	<b>\$1,318,400</b>	<b>\$9,789,600</b>	<b>\$3,140,544</b>	<b>\$2,536,668</b>	<b>\$4,770,000</b>	<b><u>\$37,149,812</u></b>

Mr. Fred Weiner, Deputy General Manager of the DET, indicates that lease financing arrangements can be either by Lease Revenue Bonds, Certificates of Participation or Revenue Notes. Mr. Weiner has based the following cost estimates on the use of Lease Revenue Bonds for approximately eight annual lease payments at an interest rate of approximately 5.8 percent:

	(\$million)
Equipment Costs	\$37.1
Capitalized Interest (accrued interest from the time that the bonds are sold to the time that the equipment is purchased is added to the bond principle)	5.2
Reserve Fund	6.0
Underwriter/Broker Commissions	0.5
Issuance Costs (legal and financial advisors)	<u>0.5</u>
<b>Total Principal Amount of Bonds</b>	<b>\$49.3</b>
<b>Estimated Interest Costs of Bonds</b>	<b><u>6.7</u></b>
<b>Total Costs to be Amortized</b>	<b>\$56.0</b>

<sup>1</sup> System A would consist of expanding the current system recently completed for the Department of Public Works (DPW) from 12 to 20 channels.

<sup>2</sup> System B, to be built from scratch, would consist of 20 voice channels and would permit radio communications inside buildings, tunnels, and underground facilities.

<sup>3</sup> System A and B Equipment is equipment shared by users of System A or System B. This column also includes costs for System C, a mobile communications system, which would be used by the Police, Fire, Paramedics, and Parking & Traffic Departments.

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**



The following table details annual amortization payment costs by City department for the new radio communications system:

<u>Department</u>	<u>Annual Lease Payment (in millions)</u>
Police Department	\$3.07
Fire Department	1.52
Sheriff Department	0.72
Parking & Traffic	0.54
Water Department	0.34
DPH Paramedics	0.24
Mayor's O.E.S.	0.15
Recreation & Parks	<u>0.11</u>
<b>Total</b>	<b>\$6.69</b>

In addition, Mr. Garde of DET reports that the new radio communications system would save the City approximately \$225,514 annually in maintenance and related costs during the first three years.

**Comments:**

1. Existing provisions of San Francisco Charter Section 7.309(c), approved by the City's electorate in June, 1990, provide for City departments to lease finance equipment without voter approval through a non-profit corporation for up to \$20 million (outstanding principal) in the aggregate at any point in time. The \$20 million limit is increased by five percent per year. The limit for financing equipment under the provisions of Charter Section 7.309(c) as of April, 1993 was \$22,050,000. However, the proposed lease financing arrangement of approximately \$49.3 million exceeds this limit and thus requires that the Board of Supervisors submit a proposition to the voters.

2. According to Mr. Garde, if the City decides not to install a new radio communications system at this time, the City would still have to invest \$11.5 million in order to modify and purchase new equipment necessary to continue the operation of the present communications system and to comply with the January 1, 1996, FCC deadline for partial replacement and modification of existing radio equipment. Furthermore, Mr. Garde reports that, according to the new FCC regulations, the City would still at some point have to replace all existing radio communications equipment by the year 2004 at an additional cost of approximately \$30 million to \$40 million.

3. In addition, Mr. Garde reports that the proposed new radio communications equipment would have a useful life of 20 to 25 years, or until between 2014 and 2019. However, the modified and newly purchased equipment necessary to continue the operation of the current radio communications system, costing the City \$11.5 million, would become obsolete in approximately 10 years, or in 2004, by which time all the City's existing radio communications equipment must be replaced at an additional \$30 million to \$40 million in order to comply with FCC regulations.

4. According to Mr. Fred Weiner of DET, if the City decides to purchase the new radio communications system, DET would complete installation of the system by the end of FY 1994-1995, and lease payments would begin in FY 1995-1996.

5. The FCC's new regulations are not yet official. The FCC is currently evaluating the replies and comments from users of radio communications systems. The process of reviewing these evaluation forms is expected to last until the end of 1993, at which time the revised FCC regulations shall become effective. According to Mr. Weiner, DET does not expect any major changes to FCC's new regulations as a result of this evaluation process.

6. Mr. Jack Pizza of the City Attorney's Office indicates that the proposed resolution would only submit the purchase of the radio communications system through a lease financing (lease/purchase) arrangement with a non-profit organization to the voters. The Board of Supervisors would be required to separately approve the actual lease documents between the City and the non-profit organization.

**Recommendation:** Approval of the proposed resolution to submit to the voters a lease financing arrangement between the City and a non-profit organization of not to exceed \$50 million for the purchase of a radio communications system is a policy matter for the Board of Supervisors.

Item 7 - File 84-93-2

**Department:** Real Estate Department  
Department of Public Works (DPW), Clean Water Program  
Recreation and Park Department

**Item:** Resolution approving and authorizing the execution of an agreement of purchase and sale for real estate (including certain liquidated damages), authorizing execution of documents reasonably necessary for the purchase of the property, and adopting findings pursuant to City Planning Code Section 101.1, all in connection with the acquisition of Ocean Beach Parcel 4.

**Property Purchase Price:** \$3,050,000, plus closing costs not to exceed \$10,000

**Source of Funds:** Ocean Beach Parcel 4 will be purchased with \$1,500,000 from Open Space Funds, and \$1,550,000, plus closing costs not to exceed \$10,000, from Sewer Revenue Bond Funds.

**Location:** Ocean Beach Parcel 4 is located on Assessor's Block 1592, Lot 3 (see attached map).

**Purpose:** Ocean Beach Parcel 4 is required for construction of a portion of the Richmond Transport Project (Project) and for use as Open Space. The Richmond Transport/Storage Facilities is a 14 foot diameter, 10,200 foot long tunnel bringing sewage from the Richmond District to the Westside Transport and then to the Oceanside Treatment Plant. The Project is required in order to comply with the mandates of the California Regional Water Quality Board and the U.S. Environmental Protection Agency to reduce combined sewer overflows at/near Baker's Beach from 40 to 8 per year. The Project will also relocate the overflow point from Baker's Beach to an area where there is no public access to the waters (Mile Rock outfall). After construction is completed, the northern portion of Parcel 4 would be used for the permanent location of the tunnel and the rest would be utilized as Open Space.

According to Mr. Phil Arnold, of the Recreation and Park Department, if the Board of Supervisors authorizes the purchase of Ocean Beach Parcel 4, the Golden Gate National Recreation Area (GGNRA) would be willing to develop, maintain, and manage the Open Space as a "passive park", i.e. construct the landscaping with trees and benches, so park visitors may sit and enjoy the beach view. Therefore, there

would be no maintenance costs to the City associated with the purchase of Ocean Beach Parcel 4, according to Mr. Arnold.

**Size of Property:** Ocean Beach Parcel 4 is 1.69 acres or 73,316 square feet of vacant land.

**Comments:** 1. A copy of the Purchase and Sale Agreement is on file with the Clerk of the Board.

2. The Real Estate Department advises that the purchase price of \$3,050,000 for Ocean Beach Parcel 4 has been determined to represent fair market value. Valuation of the land was determined by an independent appraiser, and is based on a potential development of 61 residential units at \$50,000 per unit.

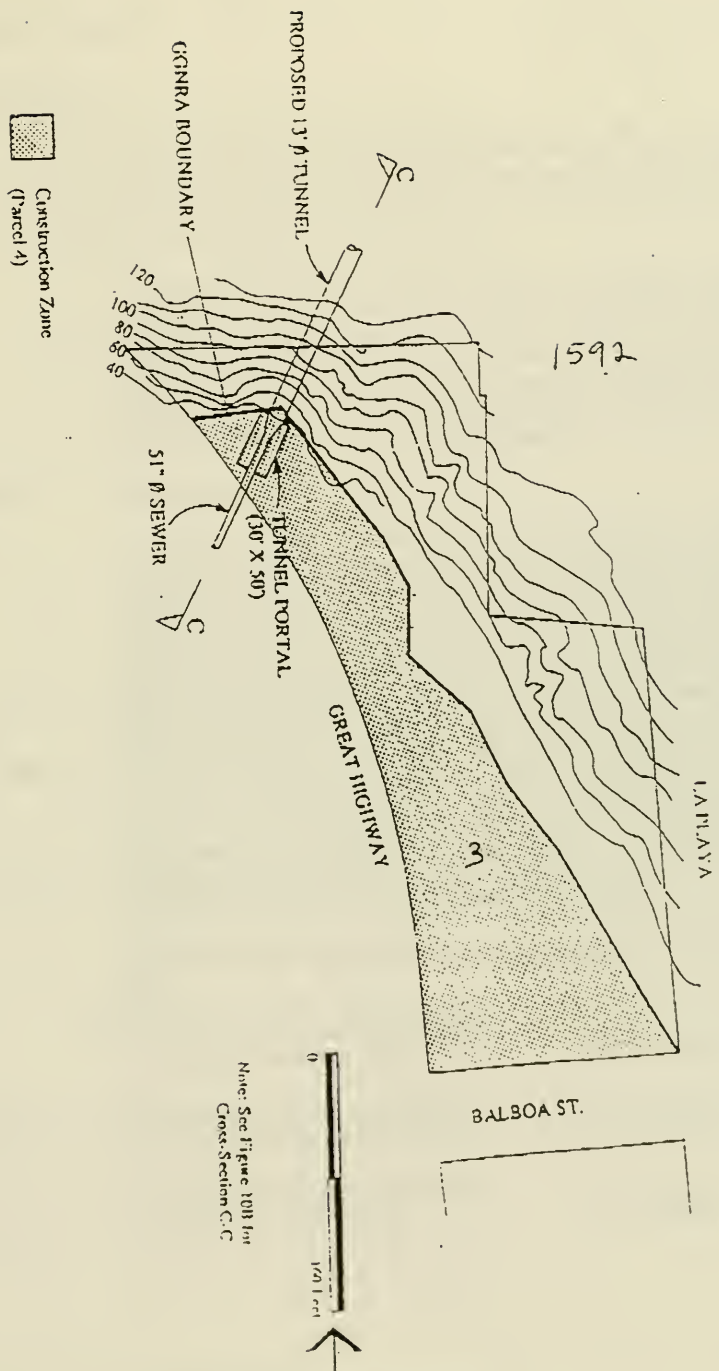
3. According to the Project Manager Mr. Steve Maiolini, Department of Public Works (DPW), there are no ongoing development costs associated with the purchase of Ocean Beach Parcel 4.

4. According to Mr. Bob Hesse, Department of Public Works (DPW) there are sufficient Sewer Revenue Bond Funds to pay for the \$1,550,000 in land costs (\$3,050,000 purchase price less \$1,500,000 in Open Space Funds) and closing costs.

5. The Department of City Planning reports that the proposed acquisition of Ocean Beach Parcel 4 is in conformity with the Master Plan and is consistent with the Eight Priority Policies of City Planning Code Section 101.1.

**Recommendation:** Approve the proposed resolution.

# Richmond Transport Project



Note: See Figure 10B for  
Cross-Section C-C

Source: Open Water Program, 1990





Item 8 - File 127-93-15

**Note:** As of the writing of this report, the Budget Analyst has not received a copy of an amended ordinance for this item. This report is based on our understanding of the manner in which the amended version of the ordinance will be drafted by the City Attorney.

**Item:** The proposed ordinance would amend Part III, Section 903.1 of the San Francisco Municipal Code to increase Payroll Expense Tax rates from the current level of 1.5% to a graduated rate structure ranging from 1.5% to 1.7% for businesses with payroll expenses in excess of \$166, 667 and add Section 1004.19 to impose an additional business tax on Gross Receipts exceeding specific amounts.

**Effective Date:** January 1, 1993

**Description:** 1. Presently, San Francisco businesses pay the greater amount of their calculated payroll tax liability or gross receipts tax liability if their tax liability is more than \$2,500 annually. The payroll tax is 1.5 percent of annual payroll expense for San Francisco businesses. Businesses whose annual payroll tax liability does not exceed \$2,500 are exempt from paying the payroll tax. Therefore, businesses whose annual payrolls do not exceed \$166,667 are exempt (\$2,500 divided by 1.5 percent). The gross receipts tax rate is generally \$3.00 per \$1,000 of gross receipts for most business classifications, with varying different rates for certain business classifications. If businesses earn total gross receipts of \$833,333 or less and have a payroll tax liability of \$2,500 or less as described above, then they are presently exempt from any business tax liability.

2. This ordinance proposes to set the following Payroll Tax rates.

For Businesses with annual payrolls from \$166,667 to \$500,000	1.5 percent
For Businesses with annual payrolls from \$500,001 to \$1,000,000	1.6 percent
For Businesses with annual payrolls in excess of \$1,000,001	1.7 percent

3. Section 1004.19 would be added to the Municipal Code to impose the following additional business tax on gross receipts commencing January 1, 1993:

For all businesses taxed at the rate of \$1.23 per thousand of gross receipts, receipts in excess of \$2,033,333 shall be subject to an additional tax of: \$0.15 per thousand

For all businesses taxed at the rate of \$1.50 per thousand of gross receipts, receipts in excess of \$1,667,000 shall be subject to an additional tax of: \$0.20 per thousand

For all businesses taxed at the rate of \$1.23 per thousand of gross receipts, receipts in excess of \$2,033,333 shall be subject to an additional tax of: \$0.40 per thousand

For all businesses taxed at the rate of \$70 per thousand of gross receipts, receipts in excess of \$35,715 shall be subject to an additional tax of: \$10.50 per thousand

For all businesses taxed at the rate of \$250 per thousand of gross receipts, receipts in excess of \$10,000 shall be subject to an additional tax of: \$32.50 per thousand

**1993-94 Estimated Revenue:** \$23,515,000 in Fiscal Year 1993-94 based on an effective date of January 1, 1993.

If the ordinance were to become effective July 1, 1993, then the 1993-94 revenue would be \$15.1 million, or \$8.41 million less than if the ordinance were to be effective on January 1, 1993.

In future fiscal years, the annual, twelve-month revenue resulting from this ordinance would be \$16.8 million.

**Comment:**

File 127-93-13, presently before the Board of Supervisors, proposes to institute graduated payroll tax rates for small businesses that are now exempt from the payroll tax. That proposed ordinance would exempt all businesses with payroll or gross receipts calculated tax liabilities of \$1,000 or lower (instead of \$2,500) and institute graduated payroll tax rates in the following manner (gross receipts tax rates would remain unchanged):

Rate Restructuring Proposal (File 127-93-13)

For Businesses with annual payrolls from \$1 to \$140,000	1 percent
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For Businesses with annual payrolls from \$140,001 to \$166,667	1.25 percent
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For Businesses with annual payrolls in excess of \$166,667	1.50 percent
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Additionally, File 127-93-13 would amend the annual Business Tax Registration Fee to impose a minimum annual fee for businesses with gross receipts of \$15,000 or less.

As noted above, this proposed ordinance, File 127-93-15 would alter existing tax rates for businesses that are now not exempt to the payroll tax. File 127-93-13 would alter the exemption threshold and institute graduated tax rates for businesses that would then become liable for a payroll tax payment. The estimated 1993-94 revenue for File 127-93-13 would be approximately \$10.6 million (\$7.1 million on a 12-month basis) based on an effective date of January 1, 1993.

2. The Tax Collector states that both proposed business tax ordinances (File 127-93-13 and this ordinance, File 127-93-15) would require major changes to their electronic data processing systems. If both ordinances are approved, one-time costs of up to \$2.0 million will be necessary according to Mr. Richard Sullivan. If only one of the two ordinances are approved, such costs would amount to perhaps \$1.0 million. A supplemental appropriation will be required before the Tax Collector can expend funds for this purpose.

3. The Mayor's recommended 1993-94 budget includes estimated revenues of \$23,938,000 from the Gross Receipts Tax, \$144,436,000 from the Payroll Tax and \$7,585,000 from the Annual Business Tax Registration Fees.

**Recommendation:** Approval of the proposed ordinance is a policy matter for the Board of Supervisors.



Item 9 - File 96-93-2

**Department:** Department of Public Works; Department of Real Estate

**Item:** Sale of Surplus City-Owned Property

**Description:** 1. The proposed ordinance would authorize and direct the sale of surplus City-owned property now under the jurisdiction of the Department of Public Works. The parcels to be sold are described below.

<u>Assessor's Block and Lot</u>	<u>Location</u>	<u>Area in Square Feet</u>	<u>Zoned</u>	<u>Preliminary Estimated Value</u>
22-1260	Castro and Duboce	854	RH-3	\$ 10,000
10-2713	Eagle and Mono at Market	2,800	RH-2	100,000
3-5067	Between San Bruno and Bayshore near Beeman	14,400	RH-1	<u>300,000</u>
<u>Total</u>				\$410,000

2. The Department of City Planning has found that the sale of this surplus property is in conformity with the City's Master Plan and the Planning Code.

3. The Budget Committee has identified the \$400,000 estimated value of these properties as a potential source of funds in developing its plan for service restorations in the 1993-94 budget. The Director of Property reports that final detailed appraisals are being performed now in order to establish minimum bids for the public auction of the property. After the auction is conducted, the results of the proposed sale will be brought back to the Board of Supervisors for confirmation.

**Recommendation:**

Based on the prior recommendation of the Budget Committee, approve the proposed ordinance.





Item 10 - File 97-93-39

**Department:** Mayor's Criminal Justice Council (MCJC)

**Item:** Ordinance amending the San Francisco Administrative Code by amending Chapter 12H, Section 12H-1 thereof, which prohibits use of City and County resources to assist in enforcement of Federal immigration laws, to permit identifying and reporting in certain circumstances persons who are in custody after being booked for the alleged commission of a felony.

**Description:** The proposed ordinance would amend Chapter 12H - Immigration Status of the Administrative Code by amending Section 12H.2-1 titled Chapter Provisions Inapplicable to Persons Convicted of Certain Crimes.

The proposed ordinance would add a new beginning paragraph to Section 12H.2-1. The proposed new paragraph would provide that nothing in the Chapter would prohibit, or be construed as prohibiting, a law enforcement officer from identifying and reporting any person to the Immigration and Naturalization Service (INS) pursuant to State or Federal law or regulation who is in custody after being booked for the alleged commission of a felony and is suspected of violating the civil provisions of the immigration laws.

Section 12H.2-1 would continue to provide that nothing in Chapter 12H will preclude any City department, agency, commission, officer or employee from a) reporting information to the INS regarding an individual who has been booked at any County jail facility, and who has previously been convicted of a felony committed in violation of the laws of the State, which is still considered a felony under State law; b) cooperating with an INS request for information regarding an individual who has been convicted of a felony committed in violation of the laws of the State, which is still considered a felony under State law; or c) reporting information as required by Federal or State statute, regulation or court decision, regarding an individual who has been convicted of a felony committed in violation of the laws of the State, which is still considered a felony under State law.

Section 12H.2-1 would also continue to provide that no officer, employee or law enforcement agency of San Francisco will stop, question, arrest or detain any individual solely because of the individual's national origin or immigration status.

**Comments:**

1. The MCJC reports that the State of California's Office of Criminal Justice Planning (OJCP) has indicated that San Francisco could lose up to \$4 million in grant funding in Fiscal Year 1993-94 for various criminal justice programs as a result of the current provisions of Administrative Code Chapter 12H. According to Ms. Anne Kronenberg of the MCJC, if the proposed amendment is not approved by the Board of Supervisors, the City would immediately lose \$1.3 million in grant funding for continuing grants which expired on June 30, 1993. According to the MCJC, these provisions put the City in violation of the State requirement to notify the INS of suspected illegal aliens at the time of booking for felony and/or misdemeanor charges. Currently, the City only reports convicted felons to the INS at the time of booking.

2. A person accused of a felony or misdemeanor is booked into a county jail to await trial. Therefore, notifying INS at the time of booking precedes notification at the time of conviction after conclusion of the trial. According to Ms. Judy O'Neil of the OCJP, the current Federal requirement is for counties to notify the INS of suspected illegal aliens at the time of conviction (rather than at the time of booking) for felony and/or misdemeanor charges. In order for the State to meet Federally established reporting guidelines, the State is required to report the suspected INS status of individuals to the INS within 30 days of their conviction. According to Ms. O'Neil, the State as a whole is currently unable to meet this requirement because there is currently no mechanism to insure that counties report to the State with sufficient lead time to allow the State to meet its deadline of 30 days after conviction. Therefore, more stringent reporting requirements at the county level are necessary.

3. According to Ms. Kronenberg, the proposed ordinance to require that suspected illegal aliens be reported to the INS after being booked on felony charges only, would be sufficient to obtain State approval and enable San Francisco to continue to receive grant funds for various criminal justice programs.

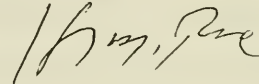
4 Mr. Scott Emblidge of the City Attorney's Office advises that this proposed ordinance is essentially no different from that which is already contained in Section 12H.2-1. The main provision of the proposed ordinance is that law enforcement officers would identify and report persons to the INS who are suspected of violating the civil provisions of the immigration laws and are in custody after being booked for the alleged commission of a felony. According to Mr. Emblidge, the issue at hand is whether or not the State has the proper authority to require the City to comply with State requirements that exceed

Federal requirements. Because the State maintains that it does have the proper authority, the State contends that the City is in violation of State requirements under the provisions of the current ordinance.

5. Ms. Kronenberg reports that Federal grants are administered by the State OCJP and that in order to receive Federal grant funds for its various criminal justice programs, MCJC must apply to and get approval from OCJP for such grants. Approximately \$3.5 million of the up to \$4 million in Federal grants from OCJP has been included in the City's 1993-94 budget.

6. The title of the proposed ordinance should be amended to reflect that the ordinance is in reference to Section 12H.2-1 rather than Section 12H-1 as is currently stated in the title.

- Recommendations:**
1. Amend the title of the proposed ordinance to reflect that the ordinance is in reference to Section 12H.2-1 rather than Section 12H-1 as discussed in Comment No. 6 above.
  2. Approval of the proposed ordinance as amended, is a policy matter for the Board of Supervisors.



Harvey M. Rose

cc: Supervisor Migden  
Supervisor Hsieh  
President Alioto  
Supervisor Bierman  
Supervisor Conroy  
Supervisor Hallinan  
Supervisor Kaufman  
Supervisor Kennedy  
Supervisor Leal  
Supervisor Maher  
Supervisor Shelley  
Clerk of the Board  
Chief Administrative Officer

Controller  
Teresa Serata  
Barbara Kolesar  
Ted Lakey



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Memo to Budget Committee  
July 14, 1993

Budget Analyst Recommendations  
RE V I S E D  
Public Library  
ATTN: Mr. Henderson

3. Section 1004.19 would be added to the Municipal Code to impose the following additional business tax on gross receipts commencing January 1, 1993:

For all businesses taxed at the rate of \$1.23 per thousand of gross receipts, receipts in excess of \$2,033,333 shall be subject to an additional tax of: \$0.15 per thousand

For all businesses taxed at the rate of \$1.50 per thousand of gross receipts, receipts in excess of \$1,667,000 shall be subject to an additional tax of: \$0.20 per thousand

For all businesses taxed at the rate of \$3.00 per thousand of gross receipts, receipts in excess of \$833,667 shall be subject to an additional tax of: \$0.40 per thousand

For all businesses taxed at the rate of \$70 per thousand of gross receipts, receipts in excess of \$35,715 shall be subject to an additional tax of: \$10.50 per thousand

For all businesses taxed at the rate of \$250 per thousand of gross receipts, receipts in excess of \$10,000 shall be subject to an additional tax of: \$32.50 per thousand

1993-94 Estimated Revenue: \$23,515,000 in Fiscal Year 1993-94 based on an effective date of January 1, 1993.

If the ordinance were to become effective July 1, 1993, then the 1993-94 revenue would be \$15.1 million, or \$8.41 million less than if the ordinance were to be effective on January 1, 1993.

In future fiscal years, the annual, twelve-month revenue resulting from this ordinance would be \$16.8 million.

**Comment:**

File 127-93-13, presently before the Board of Supervisors, proposes to institute graduated payroll tax rates for small businesses that are now exempt from the payroll tax. That proposed ordinance would exempt all businesses with payroll or gross receipts calculated tax liabilities of \$1,000 or lower (instead of \$2,500) and institute graduated payroll tax rates in the following manner (gross receipts tax rates would remain unchanged):

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**BOARD OF SUPERVISORS  
BUDGET ANALYST**

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Item 8 - File 127-93-15

**Note:** As of the writing of this report, the Budget Analyst has not received a copy of an amended ordinance for this item. This report is based on our understanding of the manner in which the amended version of the ordinance will be drafted by the City Attorney.

**Item:** The proposed ordinance would amend Part III, Section 903.1 of the San Francisco Municipal Code to increase Payroll Expense Tax rates from the current level of 1.5% to a graduated rate structure ranging from 1.5% to 1.7% for businesses with payroll expenses in excess of \$166,667 and add Section 1004.19 to impose an additional business tax on Gross Receipts exceeding specific amounts.

**Effective Date:** January 1, 1993

**Description:** 1. Presently, San Francisco businesses pay the greater amount of their calculated payroll tax liability or gross receipts tax liability if their tax liability is more than \$2,500 annually. The payroll tax is 1.5 percent of annual payroll expense for San Francisco businesses. Businesses whose annual payroll tax liability does not exceed \$2,500 are exempt from paying the payroll tax. Therefore, businesses whose annual payrolls do not exceed \$166,667 are exempt (\$2,500 divided by 1.5 percent). The gross receipts tax rate is generally \$3.00 per \$1,000 of gross receipts for most business classifications, with varying different rates for certain business classifications. If businesses earn total gross receipts of \$833,333 or less and have a payroll tax liability of \$2,500 or less as described above, then they are presently exempt from any business tax liability.

2. This ordinance proposes to set the following Payroll Tax rates.

For Businesses with annual payrolls from \$166,667 to \$500,000	1.5 percent
For Businesses with annual payrolls from \$500,001 to \$1,000,000	1.6 percent
For Businesses with annual payrolls in excess of \$1,000,001	1.7 percent



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Special

CALENDAR *Action Taken*  
SPECIAL MEETING  
BUDGET COMMITTEE  
BOARD OF SUPERVISORS  
CITY AND COUNTY OF SAN FRANCISCO

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FRIDAY, JULY 16, 1993 - 1:00 P.M.

ROOM 228, CITY HALL

PRESENT: SUPERVISORS MIGDEN, HSIEH, ALIOTO

CLERK: KAY GULBENGAY

1. File 100-93-10. Hearing to consider status of final projected State revenues and impact on San Francisco and possible further amendments by the Budget Committee to the Annual Budget of the City and County of San Francisco Fiscal Year 1993-94. (Supervisor Migden)

ACTION: Hearing held. Filed. (Recommendations to be presented to Board Monday, 7/19/93.)

File 100-93-10.1. Resolution prepared in and reported out of committee. Entitled: "Urging Mayor to urge the Commission on Aging to use current commission employees to administer the Senior Escort Program and the Senior Information and Referral Program." Recommended. To Board as a committee report on Monday, July 19, 1993.

2. File 7-93-9.1. [Municipal Railway Fare Increases] Resolution approving a revised fare schedule for the San Francisco Municipal Railway. (Public Utilities Commission)

ACTION: Hearing held. Amendment of the whole (as presented by Supervisor Hsieh) adopted. Bearing same title. Recommended. To Board Monday, July 19, 1993.

3. File 7-93-9.2. Resolution approving a revised cable car fare schedule for the San Francisco Municipal Railway. (Public Utilities Commission)

ACTION: Hearing held. Recommended. To Board Monday, July 19, 1993.

4. File 296-93-1. [Ballot Measure] Ordinance levying a one-half of one percent transactions and use tax, said levy being conditioned on the failure of Senate Constitutional Amendment Number One imposing a statewide one-half of one percent sales and use tax to be submitted to the State electorate at the State special election to be held on November 2, 1993. (Supervisor Migden)

ACTION: Hearing held. To Board as a Committee Report for consideration on Monday, July 19, 1993. (Supervisor Alioto added as co-sponsor.)



5. File 60-93-7. Motion ordering submission of Ordinance relating transactions and use tax to the qualified electors of the City and County of San Francisco at the General Election to be held on November 2, 1993. (Supervisor Migden)

ACTION: Hearing held. To Board as a Committee Report for consideration on Monday, July 19, 1993.  
(Supervisor Alioto added as co-sponsor.)

6. File 12-93-22. [State Sales Tax - Public Safety Services] Resolution requesting an allocation of revenue from the State Local Public Safety Fund, ratifying the statewide imposition of an additional one-half percent rate of sales and use tax pursuant to Senate Constitutional Amendment One on the November 2, 1993 Special Election ballot and requesting the establishment of a Public Safety Augmentation Fund. (Supervisor Migden)

ACTION: Hearing held. To Board as a Committee Report for consideration on Monday, July 19, 1993.  
(Supervisor Alioto added as co-sponsor.)



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**BOARD OF SUPERVISORS**

BUDGET ANALYST

1390 MARKET STREET, SUITE 1025

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July 15, 1993

**To:** Budget Committee

**From:** Budget Analyst *Recommendations.*

**Subject:** Alternative MUNI Fare Proposal Adopted by Public Utilities Commission on July 13, 1993 (Items 2 and 3 - Files 7-93-9.1 and 7-93-9.2 on Special Budget Committee Meeting of July 16, 1993)

The PUC adopted a revised fare proposal on July 13, 1993. Key elements of that proposal are the elimination of transfers and the creation of day passes for a fare of \$2.00, weekly passes for a fare of \$9.00 and discounted tokens to be sold at a cost of \$0.80 for any one way fare.

The basic adult cash fare remains \$1.00 under this proposal and the adult pass ('Fastpass') increases from \$32 to \$35 monthly. Under the previous fare proposal, which formed the basis of the revenue estimates used in the Mayor's 1993-94 recommended budget, the adult cash fare was to increase to \$1.25 and the monthly adult pass would have increased to \$37 monthly.

The table on the following page displays the fare proposal adopted by the PUC. The indicated \$7.7 million in annual revenues (a component of the net total \$14.0 million (\$12.8 million for 11 months) Alternative MUNI Fare Proposal) to be generated by the new Transfer Replacement Plan (day and weekly passes and discount tokens) is the amount needed to meet the revenue requirement of the Mayor's 1993-94 recommended budget. The PUC is uncertain as to the fare revenues that will actually be produced by the transfer replacement alternatives. However, the Controller has agreed to certify funding for the existing budget on the basis of these projections for a trial period.

**Public Utilities Commission Alternative MUNI Fare Proposal  
 Adopted by PUC on 7/13/93**

(Note: shaded fare categories remain unchanged from fares recommended  
 in the Mayor's proposed 1993-94 budget.)

<u>Fare Category</u>	<u>Current</u>	<u>Proposal Effective August 3, 1993</u>	<u>Estimated 1993-94 Revenue Increase (in \$ millions)</u>
Adult Cash/Token	\$1.00/\$0.90	\$1.00/\$0.80	\$0.00
Adult Pass	\$32	\$35	\$2.40
Discount Cash (Senior and Disabled)	\$0.25	\$0.35	\$0.70
Discount Pass (Senior and Disabled)	\$5.00	\$8.00	\$1.30
Youth Cash	\$0.25	\$0.35	\$0.50
Youth Monthly Fast Pass	\$5.00	\$8.00	\$0.80
Cable Car	\$3.00/token plus \$1.00**	\$2.00	\$0.00
Premium/express***	\$0.00	\$1.50/\$47	\$1.20
Transfer Replacement - one day/week pass; \$.80 token	n/a	\$2.00/\$9.00/ \$0.80****	<u>\$7.70 (1)</u>
<b>Total</b>			<b>\$14.60</b>
<b>BARTD/Vendor Commissions</b>			<b><u>(\$0.60)</u></b>
<b>Net Annual Total Increased Revenue</b>			<b><u>\$14.00*</u></b>

(1) Amount of revenue needed to partially replace original fare package proposal; the PUC is unable to precisely estimate revenue from transfer replacement at this time.

\* Total estimated revenues would be \$12.8 million if implemented 8/3/93

\*\* A \$3.00/token plus \$1.00 round trip fare would be replaced by a \$2.00 one-way fare

\*\*\* Premium/express service on various routes during peak transit hours limiting the number of intermediate stops and using freeways where appropriate

\*\*\*\* Currently, one-way fare tokens can be purchased in advance for a discounted price at MUNI Headquarters at 949 Presidio Avenue

**Comments:**

1. Mr. Dan Rosen of MUNI advises that the proposed one week pass would be valid for a seven day period.

**BOARD OF SUPERVISORS  
BUDGET ANALYST**

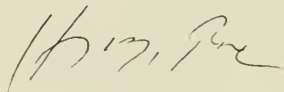


2. Mr. Anson Moran of the PUC advises that the earliest the one-week pass could be offered is October 1, 1993 because at least two months would be needed for their preparation and distribution. The PUC intends to expand their vendor network to make the purchasing of these passes and the purchasing of the discounted tokens more convenient.

3. Mr. Moran also advises that the one-day pass would be good for unlimited rides during a 24 hour period. Such passes would be sold initially by the transit drivers until on-board ticket machines could be installed on each transit vehicle for an estimated cost of \$2,000 per transit vehicle or \$2,000,000 to equip 1,000 transit vehicles. Mr. Moran also advises that an estimated \$200,000 would be needed annually to maintain the on-board ticket machines and that funds for both the new machines and their maintenance would be additional costs that have not been currently budgeted.

4. Mr. Moran reports that certain neighborhoods would be impacted by eliminating transfers, because these neighborhoods are served solely by transit feeder service, which requires at least one transfer for most destinations. The neighborhoods most affected are Twin Peaks, Visitation Valley, Bayview/Hunters Point, Portola/Excelsior and Park Merced. Mr. Moran advises that the alternative one-day/week passes and discount tokens have been offered to lessen the potential impact of increased cash fares for residents in these areas.

5. Mr. Moran further advises that the PUC cannot project with any certainty how much revenue would be realized from the subject MUNI fare proposal. However, Mr. Moran points out that the Controller has advised that he would agree to some type of alternative program that would eliminate or reduce the use of transfers for a trial period of three to four months. If, at the end of this trial period, the revenues realized are less than the projections, MUNI would be required to reduce expenditures, including reducing services, in order to balance the Fiscal Year 1993-94 budget by June, 1994.



Harvey M. Rose

cc: Supervisor Migden	Supervisor Shelley
Supervisor Hsieh	Clerk of the Board
President Alioto	Chief Administrative Officer
Supervisor Bierman	Controller
Supervisor Conroy	Teresa Serata
Supervisor Hallinan	Barbara Kolesar
Supervisor Kaufman	Ted Lakey
Supervisor Kennedy	Anson Moran
Supervisor Leal	Michelle Witt
Supervisor Maher	



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ATTN: Jane Hudson

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OF SAN FRANCISCO

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BUDGET ANALYST

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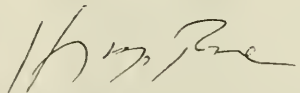
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July 16, 1993

**TO:** Budget Committee  
**FROM:** Budget Analyst *As recommended*  
**SUBJECT:** July 16, 1993 Budget Committee Meeting

Attached, please find a summary document detailing the actions taken by the Committee at today's final budget review session.

  
Harvey M. Rose

cc: Supervisor Migden  
Supervisor Hsieh  
President Alioto  
Supervisor Bierman  
Supervisor Conroy  
Supervisor Hallinan  
Supervisor Kaufman  
Supervisor Kennedy  
Supervisor Leal  
Supervisor Maher

Supervisor Shelley  
Clerk of the Board  
Chief Administrative Officer  
Controller  
Teresa Serata  
Barbara Kolesar  
Ted Lakey

**Recommended Sources of Funds**

<b>Net Finance Committee Recommended Reductions</b>	<b>\$4,700,000</b>
<b>State Revenue Adjustments:</b>	
Additional State Realignment Funds	7,500,000
Additional Vehicle License Fee Revenue	1,200,000
Decrease in Property Tax Shift	1,000,000
State Reimbursement For Fire Claims	500,000
<b>Other:</b>	
Fund Health Programs from Retirement Savings for six months	7,000,000
Utility Users Tax Additional 1/2% Increase - Effective October 1, 1993	2,300,000
Nurses Concessions	2,200,000
Childrens Fund Expenditures For DPH	2,100,000
Land Sales Proceeds	400,000
Reductions to Capital Projects to be Funded from OCD	300,000
<b>Totals</b>	<b>\$29,200,000</b>

**Recommended Uses of Funds**

Health Tier 1 and Tier 2 Restorations (six months)	\$9,200,000
Remove Condo Conversions Budget Revenue	8,000,000
Library Restoration - no parcel tax on November ballot	4,000,000
Remove Retroactivity from Business Tax Restructuring Ordinance	3,400,000
Mayor's Restorations (Muni \$2.05, DPW \$0.50, Zoo \$0.200	2,750,000
Proposition J Restoration	500,000
Department of Social Services - SSI	200,000
Human Rights Commission Restoration	155,000
Recreation Centers	140,000
Tax Collector Restorations	140,000
Senior Information and Referral	100,000
Coroner - Forensic Toxicologist Restoration	85,000
Mission Center for Alcohol Abuse	75,000
Mental Health Community Education and Information (CEN) (six months)	60,000
Arts Commission	26,000
Day Laborer Program	20,000
	<b>\$28,851,000</b>

**Note:** The Budget Committee also recommends the restoration of Senior Escort Services under the Commission on Aging. The sources of funds available for this purpose are the following: Work Order funds from Police Department to COA (\$980,000); Funds on reserve in Police Budget to add crime prevention and education to the SAFE contract (\$300,000) and, funds appropriated in the interim budget for Senior Escort continuation for the month of July (\$135,000).

7/21/93

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BUDGET COMMITTEE  
BOARD OF SUPERVISORS  
CITY AND COUNTY OF SAN FRANCISCOSAN FRANCISCO  
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ROOM 228, CITY HALL

PRESENT: SUPERVISORS MIGDEN, HSIEH, ALIOTO

CLERK: KAY GULBENGAY

1. File 101-92-74.3. Requesting release of reserved funds, Department of Public Works - 1990 Earthquake Safety Bond Fund, in the amount of \$1,550,000, for San Francisco Zoo Subsurface Infrastructure Master Plan. (Department of Public Works)

ACTION: Release of \$1,550,000 approved. Filed.

2. File 82-93-2. [Property Acquisition - Noise Easement] Resolution authorizing the acquisition of a noise easement from the South San Francisco Unified School District. (Real Estate Department)

ACTION: Hearing held. Continued to 7/28/93 meeting.

3. File 164-93-1.1. [Street Vacation] Ordinance ordering vacation and sale of a portion of Armstrong Avenue east of Newhall Street; and adopting findings pursuant to City Planning Code Section 101.1. (Companion measure to File 164-93-1). (Real Estate Department)

7/1/93 - Without recommendation and transferred from Housing and Land Use Committee - (Fiscal Impact)

Present: Supervisors Bierman, Shelley

Absent: Supervisor Maher

ACTION: Hearing held. Amended on page 1 line 22 by replacing "2:00 P.M." with "3:00 P.M".

To Board Without Recommendation - Monday, August 9, 1993 at 3:00 P.M.

4. File 97-93-6. [Public Meetings and Records] Ordinance amending the San Francisco Administrative Code by adding Chapter 66 thereto to provide greater public access to City records and to meetings of City boards, commissions and committees and by deleting Sections 16.5 and 16.5.1, relating to public meetings and establishing a Task Force on the implementation of the San Francisco Sunshine Ordinance. (Supervisors Shelley, Bierman, Hallinan, Alioto)

7/6/93 - Recommended and transferred from Rules Committee - (Fiscal Impact)

Present: Supervisors Alioto, Bierman, Conroy

ACTION: Hearing held. Continued to 7/28/93 meeting.





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**BOARD OF SUPERVISORS**

**BUDGET ANALYST**

1390 MARKET STREET, SUITE 1025

SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-7642

July 19, 1993

111  
**TO:** Budget Committee  
**FROM:** 111 Budget Analyst  
**SUBJECT:** July 21, 1993 Budget Committee Meeting

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Item 1 - File 101-91-74.3

**Department:** Department of Public Works (DPW)  
Bureau of Engineering

**Item:** Request for release of reserved funds for the San Francisco Zoo Subsurface Infrastructure Master Plan.

**Amount:** \$1,550,000

**Source of Funds:** 1990 Earthquake Safety Bond Funds

**Description:** The Board of Supervisors previously approved a supplemental appropriation ordinance (File No. 101-91-74) appropriating a total of \$58,860,000 for the Earthquake Safety Program, Phase II, and placed a total of \$45,778,418 on reserve for professional and construction services at various facilities. The San Francisco Zoo's share of the current reserve is \$1,550,000.

The request for release of reserved funds would be used for a professional services contract for programming, planning and specialty services for the Zoo Infrastructure Master Plan, and funding for various City staff to provide technical and administrative services. Specifically, the reserved funds would be used as follows:

<u>Zoo Infrastructure Master Plan</u>	
<u>Service Contract</u>	
Kennedy-Jenks/AGS (a joint venture)	\$1,340,899
DPW Survey Department	100,000
Recreation and Park Dept. Administration	50,000
DPW Project Management	<u>59,101</u>
Total	\$1,550,000

**Comments:**

1. The joint venture of Kennedy-Jenks/AGS was the low-bidder for the completion of the Master Plan. According to Mr. Bayard Fong of the Human Rights Commission (HRC), Kennedy-Jenks is not certified with the HRC, but AGS is a City-certified MBE firm.

2. According to Mr. Jorge Alfaro of the DPW, the funds budgeted for various existing City personnel would be used as follows:

DPW Survey Department (\$100,000) - work-order to the DPW Survey Department to perform interpretation of various aerial photographs and review plans for installation of utilities.

Recreation and Park Department (\$50,000) - work order to the Recreation and Park Department for existing staff to perform park planning and park maintenance during the completion of the master plan.

DPW Project Management (\$59,101) - funds for existing project managers to provide administrative and technical oversight for the completion of the master plan.

3. Mr. Alfaro reports that the budget estimate for DPW Project Management services actually exceeds the \$59,101 request for release of reserved funds. However, Mr. Alfaro indicates that the department would utilize funds appropriated for the design phase of the project if additional funds for project management services for the completion of the master plan are required.

**Recommendation:** Release the reserved funds in the amount of \$1,550,000.

Item 2 - File 82-93-2

**Departments:** Real Estate Department  
Airports Commission

**Item:** Resolution authorizing the acquisition of a noise easement from the South San Francisco Unified School District.

**Description:** The San Francisco International Airport's Noise Easement Acquisition Program consists of insulating private residences and schools in the City of South San Francisco and other cities that are located near the San Francisco Airport.

The Airports Commission by Resolution No. 92-0167, adopted June 2, 1992, authorized the Director of Airports to provide funding in the amount of \$620,000.00, which is the 20 percent local share of the estimated full cost of \$3,100,000, to provide noise insulation for the South San Francisco Unified School District High School.

The proposed resolution would authorize an initial expenditure of \$68,580.70 for the purpose of funding 20 percent of the estimated total architectural fee costs of \$342,903.50. The South San Francisco Unified School District would pay the remaining 80 percent, or \$274,322.80, of the estimated total architectural fee cost of \$342,903.50. According to Mr. Marvin Ellis of the Airport, the purpose of the architectural work is to determine the precise noise insulation work required for the four buildings comprising the South San Francisco High School and to develop construction drawings. Mr. Ellis reports that the actual noise insulation work is to be accomplished during the summer months of fiscal years 1993-94 and 1994-95, so as to least impact school operations.

As previously stated, the full cost to the City is not to exceed \$620,000. The South San Francisco Unified School District would pay the remaining 80 percent, or \$2,480,000, of the total \$3,100,000 in construction costs and title insurance fees, with funding obtained from Federal grant funds.

**Comments:** 1. Mr. Ellis reports that the funds required to provide funding for the South San Francisco Unified School District High School are included in the Airport's FY 1993-94 operating budget for the noise monitoring program.

2. Mr. Robert Haslam of the Real Estate Department reports that the City would obtain the noise easement for the South San Francisco High School upon remitting this initial payment of \$68,580.70 to the South San Francisco Unified

Memo to Budget Committee  
July 21, 1993

School District and that the noise easement would be effective for a 20-year period.

3. The City Attorney's Office has previously reported that the purchase of noise easements enables the City to comply with State legal requirements and should result in eliminating costs to defend against noise-related small claims lawsuits.

**Recommendation:** Approve the proposed resolution.

Item 3 - File 164-93-1.1

**Note:** This item was transferred from the Housing and Land Use Committee of July 1, 1993 as it was determined to have a fiscal impact.

**Department:** Real Estate Department

**Item:** Ordinance ordering the vacation and sale of a portion of Yosemite Avenue south of Williams Avenue and a portion of Armstrong Avenue east of Newhall Street, and adopting findings pursuant to City Planning Code Section 101.1.

**Amount:** \$64,000

**Description:** The Real Estate Department reports that the developer of Portola Place Subdivision, a private development of 259 single-dwelling homes, has requested the vacation and sale of a portion of Yosemite Avenue south of Williams Avenue and the vacation and sale of a portion of Armstrong Avenue east of Newhall Street. The developer has requested these two vacations in order to establish a safe and appropriate street alignment for Yosemite Avenue in connection with the subdivision, as well as to acquire a portion of building space and an area to be used for landscaping. The developer would purchase the Yosemite Street vacation at a cost of \$26,328 (4,787 sq. ft. x \$5.50/per square foot) and the Armstrong vacation at a cost of \$37,672 (1,903 sq. ft. x \$19.79/per square foot), for a total cost of \$64,000. According to the Real Estate Department, the \$26,328 and the \$37,672 purchase amounts represent the fair market values for the Yosemite Street and Armstrong Street vacation respectively. The Real Estate Department advises that the two streets to be vacated are undeveloped streets and are unnecessary for present or prospective public use. The Department of Public Works, which made the purchase of the Yosemite Avenue vacation a condition for the approval for the developer to proceed with the subdivision, has determined that there are no objections to the proposed street vacations and sales.

The Department of City Planning reports that the proposed two vacations are in conformity with the Master Plan and are consistent with the Eight Priority Policies and Planning Code Section 101.1.

**Comments:** 1. \$5,000 of the proposed revenues would be retained by the Real Estate Department to defray their costs associated with the proposed street vacation. The Department of Public Works indicates that the remaining \$59,000 of revenues are treated

as special funds, and would be used either for future street improvements or land purchases.

2. The public hearing on this matter by the full Board of Supervisors will be held on August 9, 1993.

3. If the finding by the Board of Supervisors at the public hearing is in favor of vacating that portion of Yosemite Street as well as that portion of Armstrong Street, the proposed ordinance, which authorizes these vacations, would then be considered by the Board of Supervisors.

**Recommendation:** Refer the proposed ordinance to the Board of Supervisors without recommendation.



Item 4 - File 97-93-6

**Note:** This item was transferred from the Rules Committee meeting of July 6, 1993 for fiscal impact.

**Item:** Ordinance amending the Administrative Code by adding Chapter 66 to provide greater public access to City records and to meetings of City Boards, Commissions, and Committees and by deleting Sections 16.5 and 16.5.1 relating to public meetings (File 97-93-6).

**Description:** The proposed ordinance would delete existing provisions of the Administrative Code relating to special meetings of the Board of Supervisors and public testimony at public meetings. The proposed ordinance would add a new Chapter to the Administrative Code providing for greater public access to the public meetings and records of San Francisco government.

The principal provisions of the proposed ordinance, including those which, according to the City Attorney's Office, would represent the most significant change from current law, and the potential additional costs to the City where these can be identified, are as follows.

Expand the type of policy bodies required to conduct open meetings: The governing boards of private entities which own, manage, or operate property in which the City has an ownership interest would be required to open their meetings to the public, if the body performs a government function related to "the furtherance of health, safety, or welfare," and if the meeting addresses a matter related to the property in which the City has an ownership interest.

Narrow the grounds for acting on items not appearing on the agenda: Currently, a non-agenda item can be considered if a policy body finds that the need to take action arose after the agenda was prepared. Under the proposed ordinance, a matter not appearing on the agenda would have to be "so imperative as to threaten serious injury to the public interest if action were deferred," or be "purely commendatory" action, in order to be acted upon.

Agendas would be required to be made available to speech and hearing-impaired persons through telecommunications devices for the deaf, telecommunication relay services, or equivalent systems, and, upon request, to sight-impaired persons through braille or large type.

Notification Requirements for Closed Sessions: A policy body would be required to provide specified types of information in meeting agendas regarding the nature of proceedings which occur in closed sessions.

The proposed ordinance includes specific formats for the agendas of closed meetings related to the following types of proceedings: license/permit determinations; conferences with real property negotiators; conferences with legal counsel; threats to public services or facilities; public employee appointments or hiring; public employee performance evaluations; public employee dismissals; and conferences with the City's negotiator in collective bargaining proceedings. The legislation includes samples of specific forms to be used for the agendas of closed meetings dealing with these subjects.

Authorization for Closed Meetings: Closed meetings are specifically authorized under the proposed ordinance for meetings of a policy body with law enforcement officials, or to consider the "appointment, employment, evaluation of performance, or dismissal of a City employee, if the policy body has the authority to appoint, employ, or dismiss the employee," or to hear complaints or charges brought against an employee by another employee.

A policy body may hold a closed session to consider, "pending legislation," on advice of its legal counsel and upon a motion and vote in open session to assert the attorney-client privilege. The proposed ordinance provides specific definitions of "pending legislation." An earlier provision that litigation, "shall not be considered pending if it is contingent on some future action of a policy body" has been deleted.

Reports Following Closed Sessions: Currently, a legislative body is required to report on the results of closed sessions only in actions to appoint, employ, or dismiss a public employee. With certain exceptions, the proposed ordinance would require legislative bodies to report the results of closed sessions involving real property negotiations, approval to enter into litigation, and settlement agreements.

No settlement agreement approved by the Board of Supervisors could include a provision to prevent the release of the settlement agreement to the public upon request, unless the settlement agreement were closely related to other litigation. However, this provision would not apply to the Public Utilities Commission, Port Commission, and Airports Commission.

The results of a closed session would be required to be reported by the close of business on the day following the meeting. Copies of documents relating to the subject matter of the closed session would be required to be disclosed upon request, provided that the request for information is submitted in a timely fashion, as defined in the proposed ordinance.

Barriers to Attendance Prohibited: Policy bodies would be required not to conduct meetings which (a) excluded persons on the basis of class identity or characteristics, (b) excluded persons with disabilities, or (c) required monetary payments or purchases in order to attend. Public address systems would be required to be modified in cases of excess capacity to reach attendees who could not enter the meeting room.

Provisions have been added which require that each Board or Commission enumerated in the Charter would be required to provide sign language interpreters or note-takers, upon request, at each regular meeting; to provide accessible seating for persons with disabilities; and to include on each published agenda a request that individuals refrain from wearing scented products.

According to the City Attorney's Office, the City is currently required under the U.S. Americans with Disabilities Act of 1990 to eliminate barriers to attendance such as those which would be prohibited under the proposed ordinance.

Tape Recordings of Meetings: Each Board or Commission enumerated in the Charter would be required to tape record each regular and special meeting. The recordings must be maintained for at least 7 days, or until a specific request for access to the tape recording has been satisfied.

Public Testimony: Policy bodies would be required to permit public testimony concerning any item on the agenda, except at meetings of the Board of Supervisors where an item has been previously considered in committee. A policy body could adopt regulations for public testimony, provided that each speaker is allowed at least three minutes.

Minutes of Meetings Required: Each Board or Commission enumerated in the Charter (of which there are 22) would be required to prepare minutes of meetings. Draft copies of the minutes would be required to be made available within 10 days of the meeting; the official minutes would be required to be made available no later than 10 working days following

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**BUDGET ANALYST**

official adoption of the minutes by the board or commission. Minutes of meetings would be required to be made available in braille or increased type size, upon request. Currently, minutes of board and commission meetings are not required.

Release of Computer Records: The proposed ordinance now provides that information which is maintained in electronic form must be provided upon request "in any form requested which is available to the department, including disk, tape, printout, or monitor at no charge greater than the cost of the media on which it is duplicated, plus the direct costs of equipment, supplies, and labor associated with duplicating the electronic file which is requested." A provision has been added which states that, "inspection of documentary public information on a computer monitor need not be allowed where the information is intertwined with information not subject to disclosure." A department would not be required to program or reprogram a computer in order to generate requested information, nor to take actions which would violate any applicable copyright laws or licensing agreements.

An earlier provision of the legislation, which stated that public information would be required to be provided by modem if it were available in this format, was deleted in an Amendment of the Whole dated May 10, 1993, and does not now appear in the proposed ordinance. However, the proposed ordinance does not specifically exclude the provision of information by modem.

Release of Oral Information: Currently, only information which is physically recorded must be disclosed under the Public Records Act, according to the City Attorney. Under the proposed ordinance, each department would be required to designate an employee to provide oral information to the public upon request.

The proposed ordinance reflects that a City employee would not be required to respond to an inquiry which required more than 15 minutes of the employee's time in order to obtain the information requested.

Public Review File: Boards and commissions would be required to maintain a review file containing a copy of any written communication between the policy body and the clerk of each board or commission related to matters heard by the body within the last 30 days or expected to be heard within the next 30 days. A provision was added in the May 10, 1993 Amendment of the Whole which would have excluded



memoranda from department staff from inclusion in the public review file; this provision has now been deleted from the proposed ordinance.

Disclosure of Draft Information: Draft memoranda and reports, if they are normally kept on file, must be disclosed upon request. If a draft copy of a document is not normally kept on file, its factual content is nonetheless required to be disclosed upon request, although any draft recommendations of the author could be deleted.

Under the proposed ordinance, draft copies of agreements being negotiated need not be disclosed upon creation but must be preserved and made available for 30 days prior to the presentation of the agreement for approval of a policy body, unless the policy body "finds and articulates" a public interest in non-disclosure of the draft agreement.

A provision has been added which states that, "in the case of negotiations for a contract, lease, or other business agreement in which an agency of the City is offering to provide facilities or services in direct competition with other public or private entities that are not required by law to make their competing proposals public, the policy body may postpone public access to the final draft agreement until it is presented to it for approval, and earlier versions immediately thereafter." This provision is more liberal than an earlier version which required the department provide reasons for non-disclosure of draft agreements which outweighed the public interest in disclosure.

Disclosure of Litigation Material: When litigation involving the City is finally adjudicated or otherwise settled, records of all communications between the parties would be subject to disclosure, including the text and terms of any settlement.

Disclosure of Personnel Records: The proposed ordinance provides that non-identifying information concerning the City's work force, including resumes, job descriptions, and other records of employees' experience and qualifications, would be subject to disclosure.

An earlier provision which required the disclosure of records of confirmed misconduct by City employees involving personal dishonesty, misappropriation of funds, unlawful discrimination, abuse of authority, or violence, has been deleted and does not appear in the proposed ordinance.

Law Enforcement Records: Records related to law enforcement activity would be subject to disclosure, with certain exceptions, once the "prospect of an enforcement action has been terminated by either a court or a prosecutor." The names of witnesses and confidential sources are among the recognized exceptions to disclosure requirements. An earlier Amendment of the Whole exempted the disclosure of "any analysis of a police officer;" this exemption has been deleted and does not appear in the proposed ordinance.

Attorney-Client Communications: Previous versions of the proposed ordinance provided that communications between the Board of Supervisors and the City Attorney would be subject to disclosure to the extent that they involve the City Attorney's analysis or interpretation of the Brown Act, the Public Records Act, or other laws governing the public's access to information, or analyzed a proposed legislative action. The current version of the proposed ordinance deletes all references to attorney-client communications.

Contracts, Bids and Proposals: All communications related to contracts, bids, and proposals, except proprietary financial information, would be subject to disclosure after the contract is awarded.

Budgets and Payment Records: All City budgets, and all City payments, invoices, and vouchers, except records of payments which are confidential by law, would be subject to disclosure.

Personal Privacy Exemption: Currently, government agencies can refuse to disclose information which would result in an invasion of privacy. The proposed ordinance, as originally submitted, would have required City employees to assist in efforts to contact persons whose privacy interests are involved in a request for information, in an effort to determine whether they will grant permission for release of the information. An Amendment of the Whole dated May 10, 1993 deleted this section, but the provision was subsequently restored in an Amendment of the Whole dated June 14, 1993.

The Rules Committee, at its meeting of July 6, 1993, deleted the provision of the proposed ordinance which would have required the City to assist the public in obtaining the consent of private parties for the release of confidential information. Therefore, the proposed ordinance which is now before the Budget Committee would not require the City to assist the public in obtaining permission for the release of confidential records.

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Immediacy of Response: Currently, government agencies may take up to 10 days to respond to requests for information, and up to 20 days if a need for additional time can be shown.

The proposed ordinance provides that requested information must be provided before the close of business on the day following receipt of the request, provided that the requesting party specifically requests an immediate response. The department must notify the requesting party prior to this deadline if the department's response will require an extension of up to 10 days, due to the voluminous nature of the request, the need to consult with other departments, or the need to obtain documents stored in remote locations.

Burdensome Requests: Currently, government agencies can withhold records that contain confidential information, if the separation of confidential and non-confidential information would be so burdensome as to outweigh the public interest in disclosure. The proposed ordinance would eliminate this exemption from disclosure. Rather, departments would be required to edit public records to delete confidential information, and to footnote the record to show the reason why information was deleted at each point.

The proposed ordinance now provides that the editing and footnoting of a document would be performed "personally by the attorney or other staff member conducting the exemption review." If the editing and footnoting requires more than one hour, the labor cost in excess of one hour could be charged to the requesting party.

The Amendment of the Whole of May 10, 1993 provided that staff time used to determine which portions of a record were subject to disclosure would also be reimbursable, subject to the one hour minimum. However, the current proposed ordinance state that, "staff time used to locate or collect records for review or copying shall not be included as chargeable."

Fees Allowed for Duplication of Records: For documents which are routinely produced in multiple copies for distribution, a fee of one cent (\$.01) per page may be charged, in addition to any postage costs. For documents which are assembled and copies to the order of the requester, a fee not to exceed ten cents (\$.10) per page may be charged.

Higher fees may be charged for duplication of records only if an itemized cost analysis is performed which reflects the cost of one sheet of paper, one cycle of the copy machine, and the labor cost to operate the machine, calculated as the operator's salary cost per minute divided by the number of copies which can be made per minute on the machine in question.

This provision will allow the City to recover \$.01 per page for documents which are ordinarily widely distributed, or \$.10 per page for specific requested documents. To the extent that these amounts reflect the City's actual costs for duplication, the City will not incur additional expenses for duplicating public documents which are requested under the ordinance.

The Sunshine Ordinance Task Force: The proposed ordinance would establish a Task Force, comprised of seven members appointed by the Board of Supervisors. (The name of the Task Force has been changed from the "Task Force on Implementation of the Sunshine Ordinance.") Members would serve without compensation, and would consist of the following representatives:

Two members nominated by the local chapter of the Society of Professional Journalists, including one attorney and one journalist.

One member nominated by the Radio- Television- News- Directors Association.

One member nominated by the League of Women Voters.

One member nominated by the San Francisco Community Fund.

Two members of the public who have demonstrated interest or experience in issues of public access to local government.

In addition to the seven members appointed by the Board of Supervisors, the Chief Administrative Officer or his or her designee would be a non-voting member of the Task Force, and the City Attorney would serve as legal advisor to the Task Force.

**Comments:**

1. Under the new public meeting requirements of the proposed ordinance which have been identified by the City Attorney, the City would be required to provide more detailed information and documentation of proceedings which occur in closed session, to provide minutes of all board and commission meetings, and to create public review files of board and commission correspondence. The anticipated costs of these provisions would not depend on the extent to which public information were actually requested under the provisions of the proposed ordinance.

Based on approximately 917 meetings which are conducted annually by the Board of Supervisors, the 22 Boards and Commissions enumerated in the Charter, and 6 additional Commissions established by ordinance, the Budget Analyst estimates that the total annual cost to the City to comply with the new public meeting requirements of the proposed ordinance, including documentation of closed sessions, creating public review files of Board and Commission correspondence, and preparing the minutes of meetings, would be approximately \$141,789. This figure is based on salary and fringe benefits costs of \$35.60 per hour, including fringe benefits, for a Class 1492 Assistant Clerk for the Board of Supervisors over a total of approximately 1,339 hours annually (\$47,676), and salary and fringe benefit costs of \$24.26 per hour, including fringe benefits, for a Class 1408 Principal Clerk over a total of approximately 3,879 hours annually (\$94,113).

The above estimates are equivalent to the services of approximately 2.5 FTEs annually to document closed sessions, prepare minutes of all Board and Commission meetings, and create public review files for approximately 917 meetings which are conducted annually by City Boards and Commissions, or an average of approximately 5.7 hours per meeting.

2. The fiscal impact of the public record provisions of the proposed ordinance (File 97-93-6) will depend on the extent to which information is actually requested by the public, and therefore would impose variable costs which cannot be precisely estimated at this time.

Given the scope and complexity of the proposed ordinance, the Budget Analyst considers that a reasonable minimum estimate of the resources needed to implement the public records requirements of the proposed ordinance would be as follows:

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**BUDGET ANALYST**

	<u>FTE</u>	<u>Amount</u>
1312 Public Information Officer	2.0	\$88,636
1446 Secretary	1.0	36,566
9765 Assistant to CAO	.10	6,587
8174 City Attorney (Civil)	<u>.10</u>	<u>5,764</u>
Subtotal:	3.2	\$137,553
Fringe benefits @ 21.9 percent		<u>30,124</u>
Total Estimated Direct Costs		\$167,677
Indirect Costs @ 25 percent		<u>41,919</u>
Total Estimated Minimum Costs for Public Records:		\$209,596

As shown above, this estimate represents the services of approximately 3.2 FTE's to ensure compliance with the new public records requirements of the proposed ordinance for 28 City Boards and Commissions (and a larger number of departments), including 22 enumerated in the Charter and 6 established by ordinance of the Board of Supervisors. The services of the estimated 3.2 FTE's would be equivalent, on average, to 4.6 hours per week of services provided by each of the City's 28 Boards and Commissions.

However, the Budget Analyst believes that the estimated minimum cost of \$209,596 to comply with the proposed public records requirements could increase significantly, depending on the extent to which information requests are actually received, the nature and complexity of the requests, and the manner in which the ordinance is interpreted for purposes of implementation.

3. The cost to the City of providing public information would be offset by fees which the City could charge to edit and footnote documents which are not required to be disclosed in their entirety. In addition, fees for duplication of documents may be charged at \$.01 per page for documents ordinarily produced for distribution, and \$.10 per page for documents provided in response to a specific request for information.

However, the proposed ordinance does not provide for reimbursement of the City's labor costs for departmental staff to interact with persons requesting information, identify the information which is needed (with some exceptions, such as the names of persons who are the subjects of confidential records), verify the existence of the record, locate the record, copy the record, contact the requesting party, prepare any records which are mailed, respond to questions, etc.

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**BUDGET ANALYST**



4. In summary, the Budget Analyst estimates the annual costs of implementing the proposed ordinance as follows:

Public Meetings:

To document closed sessions, provide agendas and minutes of all board and commission meetings, and create public review files: \$141,789

Public Records:

To respond to requests for information under the public records requirements of the proposed ordinance: 209,596

Total Estimated Minimum Annual Costs \$351,385

Therefore, the Budget Analyst believes that a reasonable estimate of the minimum annual cost to implement the proposed ordinance is \$351,385. However, as previously noted, the estimated minimum annual cost of \$351,385 could increase significantly, depending on the extent to which information requests are actually received by City departments, the nature and complexity of the requests, and the manner in which the ordinance is interpreted for purposes of implementation.

5. The \$351,385 estimated minimum annual cost to the City is the Budget Analyst's estimate of the fiscal impact of the legislation, defined as the estimated cost of performing services which would be mandated under the proposed ordinance but which the City is not currently required to perform. Thus, the estimate represents a baseline budget estimate of the minimum resources which, in the judgment of the Budget Analyst, the City would need to devote annually in order to successfully implement the new public meeting requirements of the legislation for each of approximately 917 Board and Commission meetings which are conducted annually, and to respond to the proposed new mandates governing the release of public records.

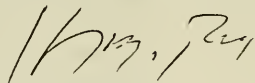
6. The Budget Analyst has not surveyed the City's Boards, Commissions, and Departments to evaluate whether, or to what extent, additional budgetary appropriations would be needed to ensure compliance with the legislation. Until a funding request is made, either in the annual budget or through a supplemental appropriation request, the precise cost of the proposed legislation will not be known. To the extent that City Boards and Commissions may already be performing functions which would be newly mandated under the proposed ordinance, or could perform these mandates

with existing resources, the additional cost to the City of implementing the legislation would be less than the \$351,385 estimated minimum annual cost to the City of performing the new mandates of the legislation.

7. Any request by City departments for additional resources to implement the proposed ordinance would be subject to review by the Mayor and the Board of Supervisors during the annual budget review or as a supplemental appropriation request. As with any appropriation request, the Budget Analyst will not recommend additional expenditures unless a specific need for such expenditures can be demonstrated by the requesting department.

8. As of the writing of this report, and subsequent to the last Amendment of the Whole dated June 14, 1993, the Budget Analyst has received written comments from the Clerk of the Board of Supervisors, the Controller, the Port Commission, the Fire Department, the Adult Probation Department, the Department of Public Health, the Public Utilities Commission, the Treasurer/Tax Collector, the Real Estate Department, the Board of Permit Appeals, and the non-profit Private Industry Council. These written comments have been reviewed and considered by the Budget Analyst.

**Recommendation:** Approval of the proposed ordinance is a policy matter for the Board of Supervisors.



Harvey M. Rose

cc: Supervisor Migden  
Supervisor Hsieh  
President Alioto  
Supervisor Bierman  
Supervisor Conroy  
Supervisor Hallinan  
Supervisor Kaufman  
Supervisor Kennedy  
Supervisor Leal  
Supervisor Maher  
Supervisor Shelley  
Clerk of the Board  
Chief Administrative Officer  
Controller  
Teresa Serata  
Barbara Kolesar  
Ted Lakey



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CALENDAR — Action  
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BUDGET COMMITTEE  
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CITY AND COUNTY OF SAN FRANCISCO

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WEDNESDAY, JULY 28, 1993 - 2:00 P.M.

ROOM 228, CITY HALL

PRESENT: SUPERVISORS MIGDEN, HSIEH, ALIOTO

ABSENT: SUPERVISOR HSIEH - ITEMS 1 - 5  
SUPERVISOR ALIOTO - ITEMS 8 and 9

CLERK: KAY GULBENGAY

Note: Copies of the Budget Analyst's Report will be available for review on the counter in the Office of the Clerk of the Board, Room 235, City Hall, 10:00 a.m., the date of the meeting.

CONSENT CALENDAR

1. All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Budget Committee, and will be acted upon by a single roll call vote of the Committee. There will be no separate discussion of these items unless a member of the Committee or a member of the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

- (a) File 57-91-2.5. [Release of Funds] Requesting release of reserved funds, Chief Administrative Officer/Solid Waste Management Program, in the amount of \$12,000, for production of an educational video. (Chief Administrative Officer)

ACTION: Release of \$12,000 approved. Filed.

- (b) File 133-92-2.6. [Release of Funds] Requesting release of reserved funds, Chief Administrative Officer/Solid Waste Management Program, in the amount of \$10,000, for a video project. (Chief Administrative Officer)

ACTION: Release of \$10,000 approved. Filed.

2. File 23-93-2. [Claims Against the Government] Resolution waiving the Statute of Limitations with respect to payment of one certain warrant of the City and County of San Francisco, in the amount of \$902.94 payable to Stephen Goldston, a legal obligations of the City and County of San Francisco. (Controller)

ACTION: Hearing held. Recommended.

3. File 47-93-4. [Parking Rate Change] Resolution approving changes in parking rates at the Japan Center garage. (Department of Parking and Traffic)

ACTION: Hearing held. Recommended.

4. File 82-93-2. [Property Acquisition - Noise Easement] Resolution authorizing the acquisition of a noise easement from the South San Francisco Unified School District. (Real Estate Department)  
(Continued from 7/21/93)

ACTION: Hearing held. Recommended.

5. File 82-93-3. [Property Acquisition - Noise Easement] Resolution authorizing the acquisition of eighteen additional noise easements in the City of South San Francisco in their Phase VII Program - \$250,000. (Real Estate Department)

ACTION: Hearing held. Recommended.

6. File 97-93-6. [Public Meetings and Records] Ordinance amending the San Francisco Administrative Code by adding Chapter 66 thereto to provide greater public access to City records and to meetings of City boards, commissions and committees and by deleting Sections 16.5 and 16.5.1, relating to public meetings and establishing a Task Force on the implementation of the San Francisco Sunshine Ordinance. (Supervisors Shelley, Bierman, Hallinan, Alioto)  
(Continued from 7/21/93)

7/6/93 - Recommended and transferred from Rules Committee (Fiscal Impact)  
Present: Supervisors Alioto, Bierman, Conroy

ACTION: Hearing held. Amended. (See File for details)

Bearing same title.

(Note: Supervisor Alioto dissented on amendment to Section 66.17 (c) which deleted "for not less than 3 minutes" and will insert language reflecting the Board of Supervisors Rules relating to length of time given to individuals public testimony. The exact language relating to this amendment is being prepared by the City Attorney.)  
Recommended as amended.

7. File 127-93-17. [Business and Payroll Expense Tax Amnesty] Draft ordinance amending Part III, Municipal Code, by adding Article 17, Sections 1700 through 1706 to establish a tax penalty amnesty program for delinquent payroll expense and business taxes. (Supervisor Kaufman)

ACTION: Hearing held. Ordinance approved as to form presented by Supervisor Kaufman in committee.

New Title: "Amending Part III of the San Francisco Municipal Code by adding Article 17 thereto to establish a tax penalty amnesty program for delinquent payroll expense and business taxes."  
Continued to August 18, 1993 meeting.

8. File 190-93-7. [Parking Amnesty Program] Resolution urging the Municipal Court to implement a thirty-day amnesty program for unpaid parking citations; and urging the Mayor to urge the Parking and Traffic Commission to direct the Department of Parking and Traffic to investigate transferring the collection of parking fines to a private firm specializing in providing such services; and making a recommendation regarding same to the Board of Supervisors. (Supervisor Kaufman)

ACTION: Hearing held. Recommended.

9. File 97-93-42. [Towing Charges for Stolen Vehicles] Ordinance amending Administrative Code by amending Section 10C.1 and repealing Section 10C.8-1 to terminate the practice of reimbursing vehicle owners for the costs imposed for towing or storage of stolen vehicles. (Supervisor Kaufman)

ACTION: Hearing held. Continued to call of the chair.



CITY AND COUNTY



OF SAN FRANCISCO

## BOARD OF SUPERVISORS

BUDGET ANALYST

1390 MARKET STREET, SUITE 1025

SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-7642

July 26, 1993

**TO:** Budget Committee  
**FROM:** Budget Analyst *Recommendations.*  
**SUBJECT:** July 28, 1993 Budget Committee Meeting

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Items 1a and 1b - Files 57-91-2.5 and 133-92-2.6

**Department:** Chief Administrative Officer (CAO)  
Solid Waste Management Program

**Items:** Item 1a, File 57-91-2.5, is a request for the release of reserved funds for the Chief Administrative Officer's Solid Waste Management Program in the amount of \$12,000, for the production of an educational video.

Item 1b, File 133-92-2.6, is a request for the release of reserved funds for the Chief Administrative Officer's Solid Waste Management Program in the amount of \$10,000, for the production of an educational video.

**Amount:** \$22,000

**Source of Funds:** Refuse Collection and Disposal Fees Impound Account

**Description:** The goal of the Recycling Program, a project of the Chief Administrative Officer's Solid Waste Management Program, is to increase the amount of recycled material, in accordance with State legislation, which is diverted from San Francisco's landfill by City residents and businesses through recycling and waste reduction. The School Education Program contributes to this goal by promoting recycling in schools and educating students about recycling, waste reduction and composting.

As part of their proposed FY 1991-92 budget, the Solid Waste Management Program proposed some program changes to the Recycling Program's School Education Program. One proposal was to hire a contractor, at a cost of \$12,000, to produce a video for school children to help them understand some issues related to solid waste. The video would address local problems and would focus on problem-solving and discovery-learning methods. The Board of Supervisors placed the proposed \$12,000 for the production of such a video on reserve, pending information regarding the estimated hours, hourly rates and the MBE/WBE status of the selected contractor (File No. 57-91-2).

In the FY 1992-93 budget for the Solid Waste Management Program, an additional \$10,000 was allocated for the production of the educational video (See Comment 1). This amount was placed on reserve by the Board of Supervisors, again pending selection of the contractor and a determination of the contractor's estimated hours, hourly rates and MBE/WBE status (File No. 133-92-2).

The Solid Waste Management Program, through a Request for Proposal (RFP) process, received 11 bids for the production of the educational video. Of the 11 respondents, Solid Waste Management reports that three firms best met the minimum requirements published by Solid Waste Management and were interviewed by Solid Waste Management. The contract, in the amount of \$22,000, was awarded to Ideas in Motion, Inc., an LBE firm. Although this firm is not an MBE or WBE firm, Ideas in Motion, Inc., received the highest ranking from the Human Rights Commission (HRC) because it best met Solid Waste Management's minimum requirements (See Comment 2).



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The production budget for the selected contractor, Ideas in Motion, Inc., is as follows:

<u>Expense Category</u>	<u>Amount</u>	<u>Rate</u>	<u>Total</u>	<u>Total Cost</u>
<b>Pre-Production</b>				
Producer/Director	3 Days	@ \$350	\$1,050	
Writer	3 Days	@ \$300	900	
Total Pre-Production				\$1,950
<b>Production</b>				
Producer/Director	4 Days	@ \$350	\$1,400	
Camera Operator	4 Days	@ \$250	1,000	
Sound Crew	4 Days	@ \$250	1,000	
Production Manager	3 Days	@ \$200	600	
Camera Package	4 Days	@ \$400	1,600	
Video Tape	17 Cassettes	@ \$27	459	
Narrator	1 Hour	@ \$350	350	
Principal	2 Days	@ \$225	450	
Total Production				6,859
<b>Post-Production</b>				
Producer/Director	2 Days	@ \$350	\$700	
Editor	2 Weeks	@ \$1,250	2,500	
Graphics	2 Days	@ \$500	1,000	
Music			1,000	
Illustration			300	
Window Dubbing	8 Hours	@ \$25	200	
Off-Line Edit System	8 Days	@ \$75	600	
Sound Transfers			125	
Voice-Over Recording	1 Hour	@ \$150	150	
On-Line Edit System	14 Hours	@ \$175	2,450	
Font Loading	1 Hour	@ \$100	100	
Special Effects	1 Hour	@ \$200	200	
Audio Tape Recorder	2 Hours	@ \$100	200	
Total Post-Production				<u>9,525</u>
<b>Total Expenses</b>				\$18,334
<b>Producer's Fee</b>		20%		<u>\$3,666</u>
<b>TOTAL COST</b>				<b>\$22,000</b>

**Comments:**

1. According to Ms. Marcia deVaughn of the Solid Waste Management Program, after review with professionals, Solid Waste Management realized that the \$12,000 initially budgeted for a contractor in FY 1991-92 would not be sufficient to allow adequate post-production editing and to produce a video that could reproduce high quality copies. As a result, an additional \$10,000 was budgeted for the project in FY 1992-93.

2. Although Ideas in Motion, Inc., was not the lowest bidder of the 11 respondents to Solid Waste Management's Request for Proposal (RFP), the firm did receive the highest ranking by HRC. The two other firms that best satisfied Solid Waste Management's minimum requirements were Film & Video, Inc., which is an MBE/WBE and which submitted a bid of \$21,919.38, and Danser Productions, Inc., which is not an MBE/WBE and which submitted a bid of \$22,000. The remaining eight respondents received scores far below those of the top three. Solid Waste Management's minimum criteria for selection of a contractor were as follows:

- Experience with conceptualization and production of videos on environmental issues.
  - Availability of experienced project staff and project managers to undertake the required services within the time allotted for the project.
  - Ability to conceptualize the video for the project outlined in the RFP.
  - Familiarity with the target audience, i.e., 6-12th graders.
  - Knowledge of local and global issues related to solid waste and recycling.
  - Familiarity with likely locations for the shooting of the video.
  - Ability to meet the various requirements of the City.
3. Production of the video is scheduled to begin the week of September 1, 1993. The project is expected to require 18 weeks, and will therefore be completed by January 5, 1994.

**Recommendation:** Release reserved funds in the amount of \$22,000 for the production of an educational video.

Item 2 - File 23-93-2

**Department:** Controller's Office

**Item:** Resolution waiving the statute of limitations with respect to payment of a warrant in the amount of \$902.94.

**Description:** According to Section 10.182 of the San Francisco Administrative Code, a warrant issued by the City and County of San Francisco becomes void one year from the date issued. The payee of the warrant may present the warrant to the Controller for payment up to three years from the date that it was rendered invalid, or four years from the original issue date. After that point, the Controller may no longer pay such a warrant because the statute of limitations has expired, unless approval is obtained from the Board of Supervisors.

The proposed resolution would waive the statute of limitations and would authorize the Controller's Office to replace a warrant issued to Mr. Stephen Goldston, on January 31, 1986, Warrant # 5155108409, in the amount of \$902.94.

**Comment:** Warrant #5155108409 was issued 7 years ago to Mr. Stephen Goldston by San Francisco City College. According to the Controller's Office, Mr. Goldston never received this warrant for payment of services performed. Moreover, this warrant has not been cashed, has been canceled by the Controller's Office, and San Francisco City College has sufficient funds to pay the new warrant, that would be reissued by the Controller's Office, in the amount of \$902.94 to Mr. Goldston.

**Recommendation:** Approve the proposed resolution.



Item 3 - File 47-93-4

**Department:** Department of Parking and Traffic (DPT)

**Item:** Resolution approving changes in the parking rates at the Japan Center Garage.

**Description:** The Japan Center Garage is a City-owned facility located at 1660 Geary Boulevard. The Garage is managed by the City of San Francisco Western Addition Parking Corporation, a non-profit agency, under a long term lease agreement which commenced in 1965. The Western Addition Parking Corporation contracts with the Parking Place, a private company, to operate the Garage.

The San Francisco Parking and Traffic Commission has oversight responsibility for City-owned parking facilities. This responsibility includes reviewing annually the parking fees charged at City-owned garages and lots and making recommendations to the Board of Supervisors for changes in parking fees. The Commission has reviewed the parking rates at Japan Center Garage and has determined that the rates should be increased to generate additional revenue to the City while still keeping the rates affordable for patrons. These parking rates were last increased in October of 1991.

The Commission approved a resolution on July 6, 1993, recommending that the Board of Supervisors approve the following rate increases at the Japan Center Garage:

<u>Daytime</u>	<u>Current</u>	<u>Proposed</u>	<u>Percent Increase</u>
1 hour	\$0.65	\$0.75	15%
2 hours	1.25	1.50	20
3 hours	2.25	2.75	22
4 hours	3.50	4.00	14
5 hours	4.50	5.00	11
6 hours	5.50	6.00	9
7 hours	6.50	7.00	8
8 hours	8.00	8.50	6
Merchants' 3-hour Validation	1.60	1.65	3
Early Bird	4.75	5.50	16

	<u>Current</u>	<u>Proposed</u>	<u>Percent Increase</u>
Monthly	\$95.00	\$100.00	5%

**Comments:**

1. Mr. Kevin Hagerty, Director of Off-Street Parking, reports that the 1992-93 average monthly gross income from the Japan Center Garage was approximately \$133,000 or approximately \$1,596,000 annually. Mr. Hagerty advises that the DPT estimates that the proposed rate changes would result in an increase in the Garage's FY 1993-94 monthly gross receipts of approximately \$13,740. This would increase the Japan Center Garage's annual gross receipts by an estimated \$164,880 annually from approximately \$1,596,000 to \$1,760,880.

2. According to Mr. Hagerty, the Japan Center Garage currently generates only enough income to pay for the bonded indebtedness and the operating costs of the Garage. As such, the only revenue which currently accrues to the City's General Fund in connection with this Garage is Parking Tax revenue. The Garage's net increase in annual receipts after payment of Parking Taxes would be approximately \$132,000. Mr. Hagerty states that if the proposed resolution is approved, the City's General Fund would continue to receive only Parking Tax revenues, for an undetermined amount of time, until the Western Addition Parking Corporation pays off its debt service, a Parking Authority loan in the amount of \$850,000, and is able to pay for its annual Gross Receipt Taxes and Possessory Interest Taxes, both of which are currently being paid for by Off-Street Parking Funds. The DPT's 1993-94 budget includes \$346,000 to pay for the Gross Receipt Taxes and \$14,000 to pay for the Possessory Interest Taxes, for a total of \$360,000.

3. Mr. Hagerty advises that the estimated \$132,000 net increase in the Garage's annual receipts, based on the proposed parking rate increases, will be earmarked for payment on the Parking Authority loan. The current balance on this loan is \$514,371.

4. Mr. Hagerty reports that the Japan Center Garage paid the City approximately \$320,000 in Parking Tax revenues in FY 1992-93. Mr. Hagerty advises that the proposed parking rate increases would generate an estimated \$32,880 annually in additional Parking Tax revenues, for a total estimated annual Parking Tax revenue of \$352,880.



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5. Mr. Hagerty reports that should the proposed resolution be approved, the proposed new parking rates would become effective September 1, 1993. Accordingly, the increased revenues to the City from the additional Parking Taxes for the remaining ten months of FY 1993-94 would be approximately \$27,400.

**Recommendation:** Approval of the proposed resolution to approve changes in the parking rates at the Japan Center Garage is a policy matter for the Board of Supervisors.



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Item 4 - File 82-93-2

**Note:** This item was continued by the Budget Committee at its meeting of July 21, 1993 pending submission of a report by the Airport regarding noise abatement matters in general.

**Departments:** Real Estate Department  
Airports Commission

**Item:** Resolution authorizing the acquisition of a noise easement from the South San Francisco Unified School District.

**Description:** The San Francisco International Airport's Noise Easement Acquisition Program consists of insulating private residences and schools in the City of South San Francisco and other cities that are located near the San Francisco Airport.

The Airports Commission by Resolution No. 92-0167, adopted June 2, 1992, authorized the Director of Airports to provide funding in the amount of \$620,000.00, which is the 20 percent local share of the estimated full cost of \$3,100,000, to provide noise insulation for the South San Francisco Unified School District High School.

The proposed resolution would authorize an initial expenditure of \$68,580.70 for the purpose of funding 20 percent of the estimated total architectural fee costs of \$342,903.50. The South San Francisco Unified School District would pay the remaining 80 percent, or \$274,322.80, of the estimated total architectural fee cost of \$342,903.50. According to Mr. Marvin Ellis of the Airport, the purpose of the architectural work is to determine the precise noise insulation work required for the four buildings comprising the South San Francisco High School and to develop construction drawings. Mr. Ellis reports that the actual noise insulation work is to be accomplished during the summer months of fiscal years 1993-94 and 1994-95, so as to least impact school operations.

As previously stated, the full cost to the City is not to exceed \$620,000. The South San Francisco Unified School District would pay the remaining 80 percent, or \$2,480,000, of the total \$3,100,000 in construction costs and title insurance fees, with funding obtained from Federal grant funds.

**Comments:** 1. Mr. Ellis reports that the funds required to provide funding for the South San Francisco Unified School District High School are included in the Airport's FY 1993-94 operating budget for the noise monitoring program.

2. Mr. Robert Haslam of the Real Estate Department reports that the City would obtain the noise easement for the South San Francisco High School upon remitting this initial payment of \$68,580.70 to the South San Francisco Unified School District and that the noise easement would be effective for a 20-year period.

3. The City Attorney's Office has previously reported that the purchase of noise easements enables the City to comply with State legal requirements and should result in eliminating costs to defend against noise-related small claims lawsuits.

4. Mr. Peter Nardoza of the Airports Commission reports that the information requested by the Budget Committee will be provided prior to the July 28, 1993 Budget Committee meeting. Mr. Nardoza indicates that he will be present at the July 28, 1993 Budget Committee meeting to respond to any questions from the Committee.

**Recommendation:** Approve the proposed resolution.

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Item 5 - File 82-93-3

**Departments:** Real Estate Department  
Airports Commission

**Item:** Resolution authorizing the acquisition of 18 additional noise easements in the City of South San Francisco in their Phase VII Program.

**Amount:** \$250,000

**Description:** The San Francisco International Airport's Noise Easement Acquisition Program and the City of South San Francisco's Phase VII Program consists of insulating private residences and schools in the City of South San Francisco and other cities that are located near the San Francisco Airport.

In December of 1992, the Board of Supervisors approved Resolution No. 1023-92 (File 82-92-9), which approved the acquisition of 100 noise easements for private residences in the City of South San Francisco for an estimated sum of \$250,000. The \$250,000 is the 20 percent City of San Francisco portion of the estimated full cost of \$1,250,000 (based on construction costs and escrow and title insurance fees). The remaining 80 percent, or \$1,000,000, is to be paid by the City of South San Francisco with funding obtained from Federal grants.

Because of lower than anticipated construction costs, the City of South San Francisco is able to acquire 18 additional residential noise easements, for a total of 118 easements, for the same \$1,250,000 overall cost. According to Mr. Robert Haslam of the Real Estate Department, the proposed acquisition of 18 additional easements would not result in additional costs to the City.

According to Mr. Haslam, the purpose of the proposed noise easements is to insulate homes located near the Airport from surrounding Airport related sounds. The actual noise insulation work is to be accomplished during Fiscal Year 1993-94.

**Comments:** 1. As previously stated, the full cost to the City is not to exceed \$250,000. The City of South San Francisco would pay the remaining 80 percent, or \$1,000,000, of the total \$1,250,000 in construction costs and title insurance fees, with funding obtained from Federal grant funds.

2. Mr. Marvin Ellis of the Airport reports that the funds required to provide funding for the proposed easements were included in the Airport's Fiscal Year 1992-93 operating budget for the noise monitoring program and have been carried forward for Fiscal Year 1993-94.

3. The Real Estate Department reports that the noise easements would be effective for a 20-year period.

4. The City Attorney's Office has previously reported that the purchase of noise easements enables the City to comply with State legal requirements and should result in eliminating costs to defend against noise-related small claims lawsuits.

**Recommendation:** Approve the proposed resolution.



Item 6 - File 97-93-6

**Note:** This item was transferred from the Rules Committee meeting of July 6, 1993 for fiscal impact and was continued at the Budget Committee meeting of July 21, 1993.

**Item:** Ordinance amending the Administrative Code by adding Chapter 66 to provide greater public access to City records and to meetings of City Boards, Commissions, and Committees and by deleting Sections 16.5 and 16.5.1 relating to public meetings (File 97-93-6).

**Description:** The proposed ordinance would delete existing provisions of the Administrative Code relating to special meetings of the Board of Supervisors and public testimony at public meetings. The proposed ordinance would add a new Chapter to the Administrative Code providing for greater public access to the public meetings and records of San Francisco government.

The principal provisions of the proposed ordinance, including those which, according to the City Attorney's Office, would represent the most significant change from current law, and the potential additional costs to the City where these can be identified, are as follows.

Expand the type of policy bodies required to conduct open meetings: The governing boards of private entities which own, manage, or operate property in which the City has an ownership interest would be required to open their meetings to the public, if the body performs a government function related to "the furtherance of health, safety, or welfare," and if the meeting addresses a matter related to the property in which the City has an ownership interest.

Narrow the grounds for acting on items not appearing on the agenda: Currently, a non-agenda item can be considered if a policy body finds that the need to take action arose after the agenda was prepared. Under the proposed ordinance, a matter not appearing on the agenda would have to be "so imperative as to threaten serious injury to the public interest if action were deferred," or be "purely commendatory" action, in order to be acted upon.

Agendas would be required to be made available to speech and hearing-impaired persons through telecommunications devices for the deaf, telecommunication relay services, or equivalent systems, and, upon request, to sight-impaired persons through braille or large type.

Notification Requirements for Closed Sessions: A policy body would be required to provide specified types of information in meeting agendas regarding the nature of proceedings which occur in closed sessions.

The proposed ordinance includes specific formats for the agendas of closed meetings related to the following types of proceedings: license/permit determinations; conferences with real property negotiators; conferences with legal counsel; threats to public services or facilities; public employee appointments or hiring; public employee performance evaluations; public employee dismissals; and conferences with the City's negotiator in collective bargaining proceedings. The legislation includes samples of specific forms to be used for the agendas of closed meetings dealing with these subjects.

Authorization for Closed Meetings: Closed meetings are specifically authorized under the proposed ordinance for meetings of a policy body with law enforcement officials, or to consider the "appointment, employment, evaluation of performance, or dismissal of a City employee, if the policy body has the authority to appoint, employ, or dismiss the employee," or to hear complaints or charges brought against an employee by another employee.

A policy body may hold a closed session to consider, "pending legislation," on advice of its legal counsel and upon a motion and vote in open session to assert the attorney-client privilege. The proposed ordinance provides specific definitions of "pending legislation." An earlier provision that litigation, "shall not be considered pending if it is contingent on some future action of a policy body" has been deleted.

Reports Following Closed Sessions: Currently, a legislative body is required to report on the results of closed sessions only in actions to appoint, employ, or dismiss a public employee. With certain exceptions, the proposed ordinance would require legislative bodies to report the results of closed sessions involving real property negotiations, approval to enter into litigation, and settlement agreements.

No settlement agreement approved by the Board of Supervisors could include a provision to prevent the release of the settlement agreement to the public upon request, unless the settlement agreement were closely related to other litigation. However, this provision would not apply to the

Public Utilities Commission, Port Commission, and Airports Commission.

The results of a closed session would be required to be reported by the close of business on the day following the meeting. Copies of documents relating to the subject matter of the closed session would be required to be disclosed upon request, provided that the request for information is submitted in a timely fashion, as defined in the proposed ordinance.

Barriers to Attendance Prohibited: Policy bodies would be required not to conduct meetings which (a) excluded persons on the basis of class identity or characteristics, (b) excluded persons with disabilities, or (c) required monetary payments or purchases in order to attend. Public address systems would be required to be modified in cases of excess capacity to reach attendees who could not enter the meeting room.

Provisions have been added which require that each Board or Commission enumerated in the Charter would be required to provide sign language interpreters or note-takers, upon request, at each regular meeting; to provide accessible seating for persons with disabilities; and to include on each published agenda a request that individuals refrain from wearing scented products.

According to the City Attorney's Office, the City is currently required under the U.S. Americans with Disabilities Act of 1990 to eliminate barriers to attendance such as those which would be prohibited under the proposed ordinance.

Tape Recordings of Meetings: Each Board or Commission enumerated in the Charter would be required to tape record each regular and special meeting. The recordings must be maintained for at least 7 days, or until a specific request for access to the tape recording has been satisfied.

Public Testimony: Policy bodies would be required to permit public testimony concerning any item on the agenda, except at meetings of the Board of Supervisors where an item has been previously considered in committee. A policy body could adopt regulations for public testimony, provided that each speaker is allowed at least three minutes.

Minutes of Meetings Required: Each Board or Commission enumerated in the Charter (of which there are 22) would be required to prepare minutes of meetings. Draft copies of the minutes would be required to be made available within 10

days of the meeting; the official minutes would be required to be made available no later than 10 working days following official adoption of the minutes by the board or commission. Minutes of meetings would be required to be made available in braille or increased type size, upon request. Currently, minutes of board and commission meetings are not required.

Release of Computer Records: The proposed ordinance now provides that information which is maintained in electronic form must be provided upon request "in any form requested which is available to the department, including disk, tape, printout, or monitor at no charge greater than the cost of the media on which it is duplicated, plus the direct costs of equipment, supplies, and labor associated with duplicating the electronic file which is requested." A provision has been added which states that, "inspection of documentary public information on a computer monitor need not be allowed where the information is intertwined with information not subject to disclosure." A department would not be required to program or reprogram a computer in order to generate requested information, nor to take actions which would violate any applicable copyright laws or licensing agreements.

An earlier provision of the legislation, which stated that public information would be required to be provided by modem if it were available in this format, was deleted in an Amendment of the Whole dated May 10, 1993, and does not now appear in the proposed ordinance. However, the proposed ordinance does not specifically exclude the provision of information by modem.

Release of Oral Information: Currently, only information which is physically recorded must be disclosed under the Public Records Act, according to the City Attorney. Under the proposed ordinance, each department would be required to designate an employee to provide oral information to the public upon request.

The proposed ordinance reflects that a City employee would not be required to respond to an inquiry which required more than 15 minutes of the employee's time in order to obtain the information requested.

Public Review File: Boards and commissions would be required to maintain a review file containing a copy of any written communication between the policy body and the clerk of each board or commission related to matters heard by the body within the last 30 days or expected to be heard within the



next 30 days. A provision was added in the May 10, 1993 Amendment of the Whole which would have excluded memoranda from department staff from inclusion in the public review file; this provision has now been deleted from the proposed ordinance.

Disclosure of Draft Information: Draft memoranda and reports, if they are normally kept on file, must be disclosed upon request. If a draft copy of a document is not normally kept on file, its factual content is nonetheless required to be disclosed upon request, although any draft recommendations of the author could be deleted.

Under the proposed ordinance, draft copies of agreements being negotiated need not be disclosed upon creation but must be preserved and made available for 30 days prior to the presentation of the agreement for approval of a policy body, unless the policy body "finds and articulates" a public interest in non-disclosure of the draft agreement.

A provision has been added which states that, "in the case of negotiations for a contract, lease, or other business agreement in which an agency of the City is offering to provide facilities or services in direct competition with other public or private entities that are not required by law to make their competing proposals public, the policy body may postpone public access to the final draft agreement until it is presented to it for approval, and earlier versions immediately thereafter." This provision is more liberal than an earlier version which required the department provide reasons for non-disclosure of draft agreements which outweighed the public interest in disclosure.

Disclosure of Litigation Material: When litigation involving the City is finally adjudicated or otherwise settled, records of all communications between the parties would be subject to disclosure, including the text and terms of any settlement.

Disclosure of Personnel Records: The proposed ordinance provides that non-identifying information concerning the City's work force, including resumes, job descriptions, and other records of employees' experience and qualifications, would be subject to disclosure.

An earlier provision which required the disclosure of records of confirmed misconduct by City employees involving personal dishonesty, misappropriation of funds, unlawful discrimination, abuse of authority, or violence, has been deleted and does not appear in the proposed ordinance.

Law Enforcement Records: Records related to law enforcement activity would be subject to disclosure, with certain exceptions, once the "prospect of an enforcement action has been terminated by either a court or a prosecutor." The names of witnesses and confidential sources are among the recognized exceptions to disclosure requirements. An earlier Amendment of the Whole exempted the disclosure of "any analysis of a police officer;" this exemption has been deleted and does not appear in the proposed ordinance.

Attorney-Client Communications: Previous versions of the proposed ordinance provided that communications between the Board of Supervisors and the City Attorney would be subject to disclosure to the extent that they involve the City Attorney's analysis or interpretation of the Brown Act, the Public Records Act, or other laws governing the public's access to information, or analyzed a proposed legislative action. The current version of the proposed ordinance deletes all references to attorney-client communications.

Contracts, Bids and Proposals: All communications related to contracts, bids, and proposals, except proprietary financial information, would be subject to disclosure after the contract is awarded.

Budgets and Payment Records: All City budgets, and all City payments, invoices, and vouchers, except records of payments which are confidential by law, would be subject to disclosure.

Personal Privacy Exemption: Currently, government agencies can refuse to disclose information which would result in an invasion of privacy. The proposed ordinance, as originally submitted, would have required City employees to assist in efforts to contact persons whose privacy interests are involved in a request for information, in an effort to determine whether they will grant permission for release of the information. An Amendment of the Whole dated May 10, 1993 deleted this section, but the provision was subsequently restored in an Amendment of the Whole dated June 14, 1993.

The Rules Committee, at its meeting of July 6, 1993, deleted the provision of the proposed ordinance which would have required the City to assist the public in obtaining the consent of private parties for the release of confidential information. Therefore, the proposed ordinance which is now before the Budget Committee would not require the City to assist the



public in obtaining permission for the release of confidential records.

Immediacy of Response: Currently, government agencies may take up to 10 days to respond to requests for information, and up to 20 days if a need for additional time can be shown.

The proposed ordinance provides that requested information must be provided before the close of business on the day following receipt of the request, provided that the requesting party specifically requests an immediate response. The department must notify the requesting party prior to this deadline if the department's response will require an extension of up to 10 days, due to the voluminous nature of the request, the need to consult with other departments, or the need to obtain documents stored in remote locations.

Burdensome Requests: Currently, government agencies can withhold records that contain confidential information, if the separation of confidential and non-confidential information would be so burdensome as to outweigh the public interest in disclosure. The proposed ordinance would eliminate this exemption from disclosure. Rather, departments would be required to edit public records to delete confidential information, and to footnote the record to show the reason why information was deleted at each point.

The proposed ordinance now provides that the editing and footnoting of a document would be performed "personally by the attorney or other staff member conducting the exemption review." If the editing and footnoting requires more than one hour, the labor cost in excess of one hour could be charged to the requesting party.

The Amendment of the Whole of May 10, 1993 provided that staff time used to determine which portions of a record were subject to disclosure would also be reimbursable, subject to the one hour minimum. However, the current proposed ordinance state that, "staff time used to locate or collect records for review or copying shall not be included as chargeable."

Fees Allowed for Duplication of Records: For documents which are routinely produced in multiple copies for distribution, a fee of one cent (\$.01) per page may be charged, in addition to any postage costs. For documents which are assembled and copies to the order of the requester, a fee not to exceed ten cents (\$.10) per page may be charged.

Higher fees may be charged for duplication of records only if an itemized cost analysis is performed which reflects the cost of one sheet of paper, one cycle of the copy machine, and the labor cost to operate the machine, calculated as the operator's salary cost per minute divided by the number of copies which can be made per minute on the machine in question.

This provision will allow the City to recover \$.01 per page for documents which are ordinarily widely distributed, or \$.10 per page for specific requested documents. To the extent that these amounts reflect the City's actual costs for duplication, the City will not incur additional expenses for duplicating public documents which are requested under the ordinance.

The Sunshine Ordinance Task Force: The proposed ordinance would establish a Task Force, comprised of seven members appointed by the Board of Supervisors. (The name of the Task Force has been changed from the "Task Force on Implementation of the Sunshine Ordinance.") Members would serve without compensation, and would consist of the following representatives:

Two members nominated by the local chapter of the Society of Professional Journalists, including one attorney and one journalist.

One member nominated by the Radio- Television- News- Directors Association.

One member nominated by the League of Women Voters.

One member nominated by the San Francisco Community Fund.

Two members of the public who have demonstrated interest or experience in issues of public access to local government.

In addition to the seven members appointed by the Board of Supervisors, the Chief Administrative Officer or his or her designee would be a non-voting member of the Task Force, and the City Attorney would serve as legal advisor to the Task Force.

**Comments:**

1. Under the new public meeting requirements of the proposed ordinance which have been identified by the City Attorney, the City would be required to provide more detailed information and documentation of proceedings which occur in closed session, to provide minutes of all board and commission meetings, and to create public review files of board and commission correspondence. The anticipated costs of these provisions would not depend on the extent to which public information were actually requested under the provisions of the proposed ordinance.

Based on approximately 917 meetings which are conducted annually by the Board of Supervisors, the 22 Boards and Commissions enumerated in the Charter, and 6 additional Commissions established by ordinance, the Budget Analyst estimates that the total annual cost to the City to comply with the new public meeting requirements of the proposed ordinance, including documentation of closed sessions, creating public review files of Board and Commission correspondence, and preparing the minutes of meetings, would be approximately \$141,789. This figure is based on salary and fringe benefits costs of \$35.60 per hour, including fringe benefits, for a Class 1492 Assistant Clerk for the Board of Supervisors over a total of approximately 1,339 hours annually (\$47,676), and salary and fringe benefit costs of \$24.26 per hour, including fringe benefits, for a Class 1408 Principal Clerk over a total of approximately 3,879 hours annually (\$94,113).

The above estimates are equivalent to the services of approximately 2.5 FTEs annually to document closed sessions, prepare minutes of all Board and Commission meetings, and create public review files for approximately 917 meetings which are conducted annually by City Boards and Commissions, or an average of approximately 5.7 hours per meeting.

2. The fiscal impact of the public record provisions of the proposed ordinance (File 97-93-6) will depend on the extent to which information is actually requested by the public, and therefore would impose variable costs which cannot be precisely estimated at this time.

Given the scope and complexity of the proposed ordinance, the Budget Analyst considers that a reasonable minimum estimate of the resources needed to implement the public records requirements of the proposed ordinance would be as follows:

	<u>FTE</u>	<u>Amount</u>
1312 Public Information Officer	2.0	\$88,636
1446 Secretary	1.0	36,566
9765 Assistant to CAO	.10	6,587
8174 City Attorney (Civil)	<u>.10</u>	<u>5,764</u>
Subtotal:	3.2	\$137,553
Fringe benefits @ 21.9 percent		<u>30,124</u>
Total Estimated Direct Costs		\$167,677
Indirect Costs @ 25 percent		<u>41,919</u>
Total Estimated Minimum Costs for Public Records:		\$209,596

As shown above, this estimate represents the services of approximately 3.2 FTE's to ensure compliance with the new public records requirements of the proposed ordinance for 28 City Boards and Commissions (and a larger number of departments), including 22 enumerated in the Charter and 6 established by ordinance of the Board of Supervisors. The services of the estimated 3.2 FTE's would be equivalent, on average, to 4.6 hours per week of services provided by each of the City's 28 Boards and Commissions.

However, the Budget Analyst believes that the estimated minimum cost of \$209,596 to comply with the proposed public records requirements could increase significantly, depending on the extent to which information requests are actually received, the nature and complexity of the requests, and the manner in which the ordinance is interpreted for purposes of implementation.

3. The cost to the City of providing public information would be offset by fees which the City could charge to edit and footnote documents which are not required to be disclosed in their entirety. In addition, fees for duplication of documents may be charged at \$.01 per page for documents ordinarily produced for distribution, and \$.10 per page for documents provided in response to a specific request for information.

However, the proposed ordinance does not provide for reimbursement of the City's labor costs for departmental staff to interact with persons requesting information, identify the information which is needed (with some exceptions, such as the names of persons who are the subjects of confidential records), verify the existence of the record, locate the record, copy the record, contact the requesting party, prepare any records which are mailed, respond to questions, etc.



4. In summary, the Budget Analyst estimates the annual costs of implementing the proposed ordinance as follows:

Public Meetings:

To document closed sessions, provide agendas and minutes of all board and commission meetings, and create public review files: \$141,789

Public Records:

To respond to requests for information under the public records requirements of the proposed ordinance: 209,596

Total Estimated Minimum Annual Costs \$351,385

Therefore, the Budget Analyst believes that a reasonable estimate of the minimum annual cost to implement the proposed ordinance is \$351,385. However, as previously noted, the estimated minimum annual cost of \$351,385 could increase significantly, depending on the extent to which information requests are actually received by City departments, the nature and complexity of the requests, and the manner in which the ordinance is interpreted for purposes of implementation.

5. The \$351,385 estimated minimum annual cost to the City is the Budget Analyst's estimate of the fiscal impact of the legislation, defined as the estimated cost of performing services which would be mandated under the proposed ordinance but which the City is not currently required to perform. Thus, the estimate represents a baseline budget estimate of the minimum resources which, in the judgment of the Budget Analyst, the City would need to devote annually in order to successfully implement the new public meeting requirements of the legislation for each of approximately 917 Board and Commission meetings which are conducted annually, and to respond to the proposed new mandates governing the release of public records.

6. The Budget Analyst has not surveyed the City's Boards, Commissions, and Departments to evaluate whether, or to what extent, additional budgetary appropriations would be needed to ensure compliance with the legislation. Until a funding request is made, either in the annual budget or through a supplemental appropriation request, the precise cost of the proposed legislation will not be known. To the extent that City Boards and Commissions may already be performing functions which would be newly mandated under the proposed ordinance, or could perform these mandates

with existing resources, the additional cost to the City of implementing the legislation would be less than the \$351,385 estimated minimum annual cost to the City of performing the new mandates of the legislation.

7. Any request by City departments for additional resources to implement the proposed ordinance would be subject to review by the Mayor and the Board of Supervisors during the annual budget review or as a supplemental appropriation request. As with any appropriation request, the Budget Analyst will not recommend additional expenditures unless a specific need for such expenditures can be demonstrated by the requesting department.

8. As of the writing of this report, and subsequent to the last Amendment of the Whole dated June 14, 1993, the Budget Analyst has received written comments from the Clerk of the Board of Supervisors, the Controller, the Port Commission, the Fire Department, the Adult Probation Department, the Department of Public Health, the Public Utilities Commission, the Treasurer/Tax Collector, the Real Estate Department, the Board of Permit Appeals, and the non-profit Private Industry Council. These written comments have been reviewed and considered by the Budget Analyst.

**Recommendation:** Approval of the proposed ordinance is a policy matter for the Board of Supervisors.



Item 7 - File 127-93-17

**Item:** Business Tax Amnesty Program

**Description:**

1. The proposed ordinance would add Article 17 Sections 1700 through 1706 to Part III of the Municipal Code to establish a tax penalty amnesty program for delinquent payroll expense and business taxes.

2. Under the proposed Business Tax Amnesty Program, tax penalties (ranging from a \$100 penalty for failure to obtain a business tax certificate to 10% of the amount of underpayment on any business tax return filed to 25% of estimated underpayments for businesses that do not file returns) would be waived. However, the delinquent tax itself, as well as interest on such unpaid taxes computed at the rate of 1% per month, would still be due and payable to the City.

3. The amnesty program would be established for all persons required to obtain a business tax registration certificate under the Municipal Code. For persons who meet eligibility requirements defined in the ordinance, the following amnesty provisions would apply:

- The Tax collector shall waive all penalties owed for failure to pay any annual registration fee or file a return.
- The Tax Collector shall waive all penalties owed for delinquent payroll expense or business (gross receipts) taxes owed under the provisions of the Municipal Code.
- No proceeding to suspend or revoke a registration certificate shall be initiated.
- No civil or criminal action shall be brought against the taxpayer, for any tax period for which tax penalty amnesty is requested, base upon the non-reporting or under-reporting of tax liabilities or the non-payment of any taxes owed under the provisions of the Municipal Code.

4. The amnesty program shall apply to annual registration fees, payroll expense tax liabilities and business tax liabilities for tax periods ending on or before December 31, 1992 except that:

- The Tax Collector shall not waive penalties owed as a result of a final determination made prior to the commencement of the amnesty application period (November 1, 1993);
- The Tax Collector shall not waive any penalties which are included in any civil tax collection litigation commenced by the Tax Collector prior to commencement of the amnesty application period (November 1, 1993).

5. Any person who is required to obtain a business tax registration certificate under the Municipal Code may file an application for payroll expense or business tax amnesty on or after November 1, 1993 and on or before December 31, 1993. Such persons must:

- File completed tax returns for all periods for which he or she has not previously filed a tax return or files amended tax returns for all periods for which he or she under-reported taxes owed; and
- Pay in full the taxes and interest due.

For any tax liability owed, the Tax Collector may extend the period for payment of taxes and interest due for a period not to exceed 180 days. If the Tax Collector finds a deficiency in any return filed under the provisions of the Business Tax Amnesty Program then penalties shall be imposed only on the difference between the amount shown in the return and the correct amount of tax.

6. The Controller is unwilling to certify increased tax revenues and related interest payments that may result from this ordinance. While tax collections may increase during the amnesty period, in contrast to prior years experience, much of that revenue may have been collected in any event through the Tax Collector's normal auditing and collection processes. Since penalties would be waived under the amnesty program, there would be an offsetting revenue loss for deficient tax filings that would have been collected by the Tax Collector if the amnesty program were not in effect.

7. The Tax Collector estimates that the one-time administrative costs of implementing the Business Tax Amnesty Program would be approximately \$225,000 in existing staff time and \$75,000 for advertising and promotion, printing, postage and other incidental expenses.

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**

A supplemental appropriation would be required for any increased expenditures. The Tax Collector states that there are presently approximately 26,000 delinquent accounts that would be potentially eligible for the amnesty program. If audit staff are used for the amnesty program, approximately \$300,000 in regular audit billings would be deferred.

**Comments:**

1. Although the Controller is unable to certify increased revenue due to the Business Tax Amnesty Program, such a program could result in improved compliance and an increase to the business tax base if a substantial number of currently unregistered businesses use the amnesty program to become registered. The potential for an increased number of registered businesses could therefore be viewed as a long term revenue benefit resulting from the amnesty program.

2. A similar Business Tax Amnesty Program was conducted by the City of Los Angeles in 1985. Although Los Angeles' business tax collections were substantially higher for the amnesty period, costs were incurred as a result of waived penalties and diversion of business tax auditor staff time. The net gain resulting from the Los Angeles Amnesty Program, after considering lost revenue due to the waiver of penalties and the diversion of revenue producing personnel, amounted to approximately \$4.5 million. However, due to the fact that the structure of the Los Angeles business tax is significantly different from that of San Francisco, this revenue benefit is not comparable to what may be realized in San Francisco. The Los Angeles program was viewed as a success in that a total of 1,500 previously unregistered businesses were added to the Business Tax base during the amnesty period.

**Recommendation:** Approval of the proposed ordinance is a policy decision for the Board of Supervisors.



Item 8 - File 190-93-7

**Item:** Resolution Urging Implementation of a Parking Amnesty Program.

**Description:**

1. The proposed resolution would urge the Municipal Court to implement a 30-day amnesty program for unpaid parking citations and urge the Mayor to urge the Parking and Traffic Commission to direct the Department of Parking and Traffic to investigate transferring the collection of parking fines to a private firm specializing in providing such services.
2. AB 408 became effective on July 1, 1993 and must be implemented no later than January 1, 1994. The bill transfers responsibility for parking citation processing from the Municipal Court to the Department of Parking and Traffic as the "issuing agency". Other changes resulting from AB 408 include administrative adjudication, and the ability to pursue collection of outstanding fines and penalties through civil remedies such as judgements and credit bureau reports. Also, individuals who appeal citations must do so on a more timely basis and pay fines in advance of filing an appeal.
3. Due to the changes that are about to take place as a result of AB408, the Municipal Court and the Department of Parking and Traffic agree that this proposed Parking Citation Amnesty Program would be beneficial in that it would permit a period of public education prior to its full implementation and allow individuals with delinquent citations to pay amounts due without penalties. Currently, there are two penalties placed on unpaid citations, \$12 after a period of five weeks after a written notice has been sent, and an additional \$15 after three more weeks have passed.

**Comments:**

1. The Municipal Court states that at present, there are approximately \$25.0 million in delinquent parking fines and penalties. Mr. Gordon Park-Li of the Municipal Court estimates that approximately ten percent of that amount, or \$2.5 million could be collected during the amnesty period. However, the Controller is unwilling to certify that amount, or any other amount of additional revenue which results from the Parking Citation Amnesty Program. Parking citation revenues have been significantly underrealized in recent years, and the Controller will not certify additional revenue unless he is assured that the base parking citation revenue amount will be achieved in Fiscal Year 1993-94. Also, penalties on delinquent citations will not be collected under the amnesty program.

2. The 1993-94 revenue estimate for parking fines is \$42 million. However, the estimated revenue for 1992-93 was \$49.5 million, and estimated actual collections amounted to \$40.5 million, a deficiency of \$9.0 million. If the 1993-94 revenues are in fact being realized, the Controller states that then he will certify any additional revenue, over and above the base revenue estimate, as a result of the Parking Citation Amnesty Program.

3. Mr. Gordon Park-Li states that the existing Municipal Court staff will be able to absorb the staffing workload necessitated by such a Parking Citation Amnesty Program. However, additional costs for printing, postage and public information could amount to approximately \$200,000. A supplemental appropriation to fund such expenditures would be necessary.

4. Mr. John Newlin, Executive Director of the Department of Parking and Traffic, also agrees with the idea of exploring the use of private collection firms for the collection of delinquent parking citations. In that connection, the Budget Analyst has been working with the Department of Parking and Traffic, under a work order directed by the Board of Supervisors, to assist the Department in assuming the citation processing duties now performed by the Municipal Court. The potential benefits of using private contractors for delinquent collections will be a part of this analysis.

**Recommendation:** Approval of the proposed resolution is a policy matter for the Board of Supervisors.



Item 9 - File 97-93-42

**Item:** Ordinance amending the San Francisco Administrative Code to repeal Section 10C.8-1 in order to terminate the practice of exempting vehicle owners from the costs of towing and storing stolen vehicles.

**Description:** 1. Presently, if the owner of a stolen vehicle is a resident of the City and County of San Francisco and has reported a vehicle stolen within the City and County to the Police Department, then the owner may receive an exemption from paying any towing and storage charges incurred after the their vehicle is recovered.

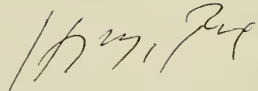
2. When the owner of a stolen vehicle is notified by the Police Department that the vehicle has been recovered, he or she can obtain a waiver from the Department exonerating the owner from any towing and storage charges imposed by the City's towing contractor. When the waivers are presented, the vehicle is released at no cost to the owner. However, the City is then liable for the towing and storage charges.

3. On a monthly basis, the City's towing contractor submits claims for reimbursement to the City Attorney's Office for the costs of towing and storing recovered stolen vehicles where an exemption from payment has been granted under Section 10C.8-1 of the Administrative Code. According to Mr. Tim Armistead, head of the City Attorney's claims processing, the annual cost incurred by the City for reimbursing the towing contractor for such charges is approximately \$250,000. If this proposed ordinance is approved, the City would no longer be responsible for such payments. Vehicle owners would be liable for the cost of towing and storing their vehicles after they have been stolen and recovered.

**Cost Savings:** Approval of this ordinance would save approximately \$250,000 annually according to the estimates of the City Attorney's Office. The Controller would recognize this savings as a potential surplus in the current Department budget for the City Attorney that could be used for other purposes. Any unspent portion of the appropriation at the end of the current, 1993-94 fiscal year would then become surplus funds.

**Recommendation:** Approval of the proposed ordinance is a policy matter for the Board of Supervisors.

Memo to Budget Committee  
July 28, 1993 Budget Committee Meeting



Harvey M. Rose

cc: Supervisor Migden  
Supervisor Hsieh  
President Alioto  
Supervisor Bierman  
Supervisor Conroy  
Supervisor Hallinan  
Supervisor Kaufman  
Supervisor Kennedy  
Supervisor Leal  
Supervisor Maher  
Supervisor Shelley  
Clerk of the Board  
Chief Administrative Officer  
Controller  
Teresa Serata  
Barbara Kolesar  
Ted Lakey

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BOARD of SUPERVISORS



City Hall  
San Francisco 94102  
554-5184

July 21, 1993

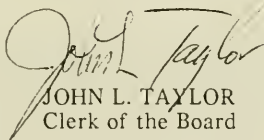
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NOTICE OF CANCELLED MEETING

111 BUDGET COMMITTEE

NOTICE IS HEREBY GIVEN that the regularly scheduled meeting of the Budget Committee for Wednesday, August 4, 1993 at 2:00 p.m., has been cancelled.

The next regular meeting of the Budget Committee will be held on Wednesday, August 11, 1993, at 2:00 p.m., in the Room 228, City Hall.

  
JOHN L. TAYLOR  
Clerk of the Board

POSTED: JULY 22, 1993



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BUDGET COMMITTEE  
BOARD OF SUPERVISORS  
CITY AND COUNTY OF SAN FRANCISCO

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WEDNESDAY, AUGUST 11, 1993 - 2:00 P.M.

ROOM 228, CITY HALL

PRESENT: SUPERVISORS MIGDEN AND ALIOTO

ABSENT: SUPERVISOR HSIEH

ACTING CLERK: GAIL JOHNSON

Note: Copies of the Budget Analyst's Report will be available for review on the counter in the Office of the Clerk of the Board, Room 235, City Hall, 10:00 a.m., the date of the meeting.

1. File 101-92-72.1. [Release of Funds] Requesting release of reserved funds, Department of Public Works, 1989 Earthquake Bond Fund, in the of amount \$545,123, for construction services at four fire stations, (numbers 7, 11, 15 and 38), Earthquake Safety Program Phase I Project. (Department of Public Works)

ACTION: Hearing held. Release of \$545,123 recommended. Filed. (Supervisor Alioto to be Sponsor.)

2. File 28-93-3. [Emergency Repair] Resolution approving emergency expenditure and commencement of repair to the "F" Wing at Laguna Honda Hospital. (Department of Public Health)

ACTION: Hearing held. Amended by adding the following Further Resolved clause: "FURTHER RESOLVED, That the Board of Supervisors requests Laguna Honda Hospital to report back to the Board's Budget Committee when the construction contract is awarded, specifying in the report the contract cost details, contractor selection process, and the MBE/WBE status of the prime contractor and the subcontractor." Recommended as amended. New title: "Approving emergency expenditure and immediate commencement of repair to the "F" Wing at Laguna Honda Hospital; and requesting the Hospital to report to the Board of Supervisors' Budget Committee when the construction contract is awarded."

3. File 82-93-4. [Property Acquisition - Noise Easement] Resolution authorizing the acquisition of forty-eight noise easements in the City of San Bruno as part of the City of San Bruno's Aircraft Noise Insulation Project - Phase II - \$171,489.80. (Real Estate Department)

ACTION: Hearing held. Recommended.

4. File 43-93-1. [Policy Adoption] Resolution adopting City policy that all public outdoor lighting facilities use high pressure sodium fixtures and urging PG&E and all City departments to expedite the conversion of lighting facilities not currently using high pressure sodium fixtures. (Public Utilities Commission)

(7/27/93 - Recommended and transferred from Economic Vitality and Social Policy Committee - Fiscal Impact

Present: Supervisors Kennedy, Kaufman, Conroy)

ACTION: Hearing held. Tabled.

5. File 97-93-30.1. [General Assistance Fingerprint Identification] Ordinance amending Administrative Code by adding Section 20.56.14 to permit the implementation of a Fingerprint Identification System for general assistance recipients. (Department of Social Services)

(7/27/93 - Recommended and transferred from Economic Vitality and Social Policy Committee - Fiscal Impact

Present: Supervisors Kennedy, Kaufman, Conroy  
Supervisor Kennedy dissented.)

ACTION: Hearing held. Tabled.

6. File 91-93-1. [Yerba Buena Center] Resolution expressing the intent of the Board of Supervisors to use available hotel tax revenue to finance the Children's Center, the Mexican Museum and improvements to the Moscone Center through the issuance by the Redevelopment Agency of the City and County of San Francisco of bonds producing net proceeds not to exceed \$73,700,000 (Yerba Buena Gardens Project); Yerba Buena Center Redevelopment Project Area. (Supervisor Bierman)

ACTION: Hearing held. Amendment of the Whole bearing same title, as presented by Supervisor Bierman, adopted. Recommended as amended. (Add Supervisors Alioto, Hallinan, Hsieh, Kaufman, Kennedy, Leal, Maher, Migden and Shelley as co-sponsors.)



CITY AND COUNTY



OF SAN FRANCISCO

## BOARD OF SUPERVISORS

### BUDGET ANALYST

1390 MARKET STREET, SUITE 1025

SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-7642

August 9, 1993

**TO:** Budget Committee  
**FROM:** Budget Analyst  
**SUBJECT:** August 11, 1993 Budget Committee Meeting

Item 1 - File 101-92-72.1

**Department:** Department of Public Works (DPW)

**Item:** Release of reserved 1989 Earthquake Bond Funds in the amount of \$545,123 for construction services for four Fire Stations in connection with the Earthquake Safety Program Phase I Project.

**Amount:** \$545,123

**Source of Funds:** 1989 Earthquake Safety Bond Fund

**Description:** The Board of Supervisors approved the fourth bond sale appropriation request of \$15,430,000 for the 1989 Earthquake Safety Program, Phase One on May 24, 1993 (Ordinance No. 160-93) for design, construction services and construction at various facilities, including the subject project. As part of that ordinance, the Board placed \$8,053,400 on reserve pending the selection of contractors, determination of cost details and the MBE/WBE status of the contractors. Of the \$8,053,400 reserved, \$545,123 is now being requested for the purpose of funding the construction project for four Fire Stations.

The construction work constitutes Phase One of a two phase project at each of four Fire Stations: (1) Station 7, located at

Memo to Budget Committee  
August 11, 1993 Budget Committee Meeting

2300 Folsom Street, (2) Station 11, located at 3880 26th Street, (3) Station 15, located at 1000 Ocean Boulevard, and (4) Station 38, located at 2150 California Street. Life safety modifications to reduce seismic hazards for the four Stations gave rise to these construction projects. The City Consent Decree with the Ninth Federal Court, mandating privacy accommodations, consisting of separate bathrooms and locker areas, for female firefighters, would be fulfilled by these construction projects as well. In addition, Station 7 requires emergency roof replacement. In order to meet the agreed-upon schedule of compliance under the Consent Decree, funding for this project would be provided by advancing monies from bond funded projects at these same stations. The subject release of funds in the amount of \$545,123 would allow the Consent Decree construction to proceed in a timely fashion.

The Department received 6 bids for construction at the four Fire Stations. Of the six bids received, Chiang C.M. Construction submitted the lowest bid, at \$495,530 and was therefore awarded the contract. The bid submitted by Chiang C.M. in the amount of \$495,530 is comprised of \$401,415, representing the cost of work to be performed by Chiang C.M. Construction and \$94,115 of work to be performed by various subcontractors identified below. The Human Rights Commission has certified that Chiang C.M. Construction is a MBE firm. Funding for the project will be used as follows:

<u>Fire Station No.</u>	<u>Amount</u>
7	\$141,000
11	100,620
15	135,675
38	<u>118,235</u>
	495,530
Contingency (10%)	<u>49,593</u>
Total	\$545,123

**Comments:**

1. Mr. Roger Wong, of the DPW, has provided the following contract cost details:

Prime Contractor, MBE  
Chiang C.M. Construction, Inc.,  
Overall construction oversight,  
coordination, and construction \$401,415

Subcontractors, MBE  
D&S Leong Associates,  
Plumbing \$33,135

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**

Memo to Budget Committee  
August 11, 1993 Budget Committee Meeting

<u>E&amp;H Electric, Electrical</u>	38,780	
<u>C&amp;S Ironworks, Inc.,</u>		
Metal fabrication	800	
<u>Pioneer Roofing</u>		
Organization, Roofing	3,900	
<u>Yum's Mechanical,</u>		
Mechanical	<u>8,500</u>	
Subtotal		85,115
<u>Subcontractors, WBE</u>		
<u>Nancy Burns Painting,</u>		
Painting	<u>9,000</u>	
Subtotal		<u>9,000</u>
Total		\$495,530
Contingency (approximately 10% above)		<u>49,593</u>
Total Contract		<u>\$545,123</u>

**Recommendation:** Approve the release of reserved funds in the amount of \$545,123 as requested, and continue to reserve \$7,508,277 (\$8,053,400 less \$545,123).



Item 2- File 28-93-3

**Department:** Department of Public Health (DPH)  
Laguna Honda Hospital

**Item:** Resolution approving emergency expenditure and commencement of repair to the "F" Wing at Laguna Honda Hospital

**Amount:** \$282,500

**Source of Funds:** Laguna Honda Hospital Facilities Maintenance Project Appropriation (July 1, 1993).

**Description:** The "F" Wing at Laguna Honda Hospital is experiencing severe water damage as a result of a badly deteriorated roof and exterior vertical cracks on both sides of the building. Water penetration and settlement of the building over the years has caused damage to the interior of the building, as well as structural changes in the exterior concrete. In order to deter further water damage, it is necessary to replace the entire roof over the "F" Wing and to perform waterproofing work at the vertical and horizontal cracks of the building. This work must be done prior to the winter rainy season, so as not to jeopardize the health and safety of the residents who currently occupy the building.

In accordance with Section 6.30 of the Administrative Code, the DPH initiated an expedited contracting procedure to repair the "F" Wing at Laguna Honda Hospital. The proposed resolution would approve the DPH's expenditure of funds for emergency repairs to the "F" Wing. The Department of Public Works (DPW) would select a contractor to repair the "F" Wing, after the proposed resolution is approved.

**Comments:** 1. The Department of Public Works, intends to divide the interior and exterior construction work between two contractors in order to expedite the repairs. A primary, non-MBE/WBE contractor would perform the exterior repairs, which includes replacing the roof of the "F" Wing and exterior waterproofing work. According to Mr. Tony Leung of the DPW, there are no MBE/WBE firms that specialize in roofing and waterproofing work. However, an MBE/WBE subcontractor would be selected for the interior repairs, which includes flooring, ceiling, plaster, and painting work.

2. The Department of Public Works advises that emergency repairs would not begin until the Board of Supervisors approves the proposed emergency expenditure.

3. The emergency repairs to the "F" Wing at Laguna Honda Hospital would take approximately two months to complete.

**Recommendations:** 1. Amend the proposed resolution to require Laguna Honda Hospital to report back to the Budget Committee when the construction contract is awarded, specifying the contract cost details, contractor selection process, and the MBE/WBE status of the prime contractor and the subcontractor.

2. Approve the proposed resolution as amended.



Item 3 - File 82-93-4

**Department:** Real Estate Department  
Airports Commission

**Item:** Resolution authorizing the acquisition of forty-eight noise easements in the City of San Bruno as part of the City of San Bruno's Aircraft Noise Insulation Project - Phase II.

**Amount:** \$171,490

**Description:** The San Francisco International Airport's Noise Easement Acquisition Program consists of insulating private residences and schools in the City of San Bruno and other cities that are located near the San Francisco Airport.

Acquisition of these easements constitutes Phase II of the City of San Bruno Project. The Board of Supervisors has previously approved two resolutions (Files 82-87-6 and 82-89-11) to acquire a combined total of 79 easements in the City of San Bruno.

Once purchased, the noise easements would remain in effect for 20 years. The cost to the City to acquire the easements would be 20 percent or \$171,490 of the total \$857,450 for construction costs and title insurance fees to insulate the residences. The City of San Bruno would be responsible for the remaining 80 percent or \$685,960, of the total construction costs and title insurance fees, which would be paid for by Federal grant funds.

**Comments:** 1. As noted above, the total cost to the City of purchasing the 48 additional noise easements is estimated at \$171,490. Mr. Marvin Ellis of the Airport reports that these funds are included in the Airport's FY 1993-94 budget for the noise monitoring program.

2. The City Attorney's Office has previously reported that the purchase of noise easements enables the City to comply with State legal requirements and should result in eliminating costs to defend against noise-related small claims lawsuits.

**Recommendation:** Approve the proposed resolution.



Item 4 - File 43-93-1

**Note:** This item was transferred from the Economic Vitality and Social Policy Committee as a result of fiscal impact.

**Department:** Public Utilities Commission (PUC)

**Item:** Resolution to establish a City Policy whereby all public outdoor lighting facilities use high pressure sodium (HPS) fixtures and to expedite the conversion of lighting facilities not currently using high pressure sodium fixtures.

**Description:** Of the approximately 37,000 streetlights in San Francisco, nearly 19,000 streetlights or 51 percent are equipped with inefficient mercury vapor and incandescent fixtures. Incandescent fixtures were the original fixtures used when streetlights were first installed in San Francisco. Mercury vapor fixtures replaced many of the incandescent fixtures in the 1950s, as mercury vapor was found to be more energy-efficient than incandescent light. The remaining 18,000 of the approximately 37,000 streetlights have been converted to energy efficient high pressure sodium (HPS) fixtures, which provide more illumination while consuming less energy than either mercury vapor or incandescent fixtures. The benefits of HPS fixtures have been demonstrated on nearly half of the streets of San Francisco and in exterior applications such as the Golden Gate Bridge.

Of the approximately 37,000 streetlights in San Francisco, all of which use electricity furnished by Hetch Hetchy, Pacific Gas and Electric Co. (PG&E) owns and maintains an estimated 54 percent of them (20,000 streetlights); the City and County own and maintain the remainder (46 percent or approximately 17,000 streetlights). While 95 percent or 16,100 of the City-owned streetlights have already been converted to energy-efficient, HPS fixtures, 90 percent or approximately 18,000 of the lights owned by PG&E and 900 City-owned lights have yet to be converted.

The proposed resolution would authorize the City to adopt a policy that all public outdoor lighting facilities, in particular streetlights, use HPS fixtures to insure the highest levels of lighting at the lowest dollar and environmental cost. Under the proposed resolution, the Board of Supervisors and the Mayor would also urge PG&E and all City departments to accelerate their current plans for conversion of all streetlights to HPS fixtures. In addition, the proposed resolution would urge that, where applicable, lighting facilities be consolidated with those of other utilities and City departments using the streets.

**Comments:**

1. The upgrading of lighting fixtures, in addition to conserving energy, would provide an opportunity to consolidate the existing light poles with the poles of other City departments in order to reduce the number of poles on the streets of San Francisco. In those areas where it has not already been done, old light poles could be removed and HPS fixtures could be consolidated with poles belonging to other City departments, such as Municipal Railway (MUNI) and Parking & Traffic, thereby resulting in reduced crowding and maintenance costs.

2. According to Mr. Lawrence Klein of Hetch Hetchy, the proposed conversion program, once fully implemented, would save the General Fund approximately \$330,000 annually. These savings would result from reduced annual energy charges of nearly \$370,000 due to the more energy-efficient HPS fixtures. However, the higher maintenance costs of the HPS fixtures would increase the fixture lease charges paid by the City to PG&E by almost \$40,000, and would thus produce an annual net savings of \$330,000 to the City.

3. In addition, according to Mr. Klein, Hetch Hetchy could realize up to \$500,000 per year in additional net revenue. Additional revenue of nearly \$300,000 could result from the sale of conserved energy to non-municipal customers<sup>1</sup>. Furthermore, savings of approximately \$200,000 would result from the reduction in wheeling charges (the cost for transportation of electricity) paid to PG&E for the conserved energy, thus amounting to a total of an estimated \$500,000 in additional net revenue per year.

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<sup>1</sup> However, Mr. Klein reports that a five year planning period for the sale of excess energy would be required before the full \$300,000 in additional annual revenues could be realized.

4. According to Mr. Rocco Colicchia of PG&E, the costs for the conversion of the remaining 18,000 of the estimated 20,000 lights owned by PG&E, amounting to between \$2.7 million and \$4.5 million, would be borne by PG&E and recovered within PG&E's existing rate structure or by selling the converted streetlights to the City. Mr. Colicchia reports that PG&E did not convert streetlights to HPS fixtures in the past because the cost of maintaining HPS fixtures was higher than both incandescent and mercury vapor fixtures. After 1990, following a new agreement with the City regarding rates, HPS fixtures became more economical. PG&E started converting streetlights to HPS fixtures in 1992 and plans to complete the conversion of an additional 17,000 of PG&E's 18,000 unconverted streetlights by 1997. Mr. Colicchia reports that PG&E will convert the remaining 1,000 of the 18,000 unconverted streetlights, but has not yet made a time commitment for the conversion of these streetlights.

5. Mr. Klein reports that 84 percent, or approximately 16,700 of PG&E's streetlights contain mercury vapor fixtures, which can easily be converted to HPS fixtures. The remaining 3,300 PG&E lights, according to Mr. Klein, contain the older, incandescent fixtures, which would require complete redesign and reconstruction, and therefore would not yield benefits to the City for several years after the decision was made to convert them to HPS fixtures.

6. Mr. Klein reports that it would have been uneconomical for the City to require PG&E to convert its mercury vapor streetlights prior to 1992 since the revenues from the sale of conserved energy and the savings from reduced wheeling charges would have been outweighed by the higher maintenance costs (incorporated into the fixture lease charges paid by the City to PG&E) of HPS fixtures. The following table illustrates the total potential loss to the City if the City had required PG&E to convert its mercury vapor streetlights in 1982, when the City started converting its streetlights.



<u>Period</u> <sup>2</sup>	<u>Potential Additional Revenues:</u>		<u>Potential Additional Costs:</u>	<u>Net Revenue (Loss)</u>
	<u>Sale of Excess Power</u>	<u>Savings From Reduction in Wheeling Charges Paid to PG&amp;E</u>	<u>Fixture Lease Charges Paid to PG&amp;E</u>	
January 1984 to December 1989 <sup>3</sup>	\$874,811	\$696,101	\$2,699,641	(\$1,128,729)
January 1990 to April 1991	125,880	99,443	728,191	(502,868)
May 1991 to December 1991	147,583	99,443	265,933	(18,907)
January 1992 to June 1993	<u>168,185</u>	<u>99,443</u>	<u>256,376</u>	<u>11,252</u>
<b>TOTALS</b>	\$1,316,459	\$994,430	\$3,950,141	(\$1,639,252)

7. Of the remaining 900 unconverted City-owned streetlights, the conversion of an estimated 257 of the incandescent streetlights on Van Ness Avenue, which also support the overhead lines for MUNI's trolley service, represents a significant challenge, according to Mr. Klein. While the majority of incandescent fixtures only require re-wiring in order to convert to HPS fixtures, the existing incandescent fixtures on Van Ness Avenue cannot be converted to HPS fixtures without installing new light poles because of the extensive deterioration of the existing concrete poles. Past attempts to replace and convert these light poles to HPS fixtures have failed due to a lack of funding. Mr. Klein estimates the one-time cost of replacement and conversion of the existing streetlights on Van Ness Avenue, as well as the consolidation of the new poles with MUNI's trolley lines, to be approximately \$5.2 million. The streetlights on Van Ness Avenue will not be converted as part of the proposed conversion program until a funding source for the project is identified.

<sup>2</sup> There was a different rate structure in effect during each of the four periods.

<sup>3</sup> According to Mr. Klein, PG&E would have required no more than two years to complete conversion of its approximately 16,700 mercury vapor streetlights. Thus, the additional potential savings and costs would not have gone into effect until approximately January, 1984.



8. Funding for the conversion of the bulk of City-owned streetlights, not including those streetlights on Van Ness Avenue, exists in a Hetch Hetchy-funded capital program for the Bureau of Light, Heat and Power, which already has been approved by the Board of Supervisors. Mr. Klein estimates that 95 percent, or approximately 611, of the 643 unconverted streetlights not located on Van Ness Avenue could be converted with the \$1.2 million to \$1.3 million currently remaining in the Hetch Hetchy-funded capital program. Sources of funding for the remaining 32 of the approximately 643 unconverted streetlights not located on Van Ness Avenue will be sought in FY 1994-95.

9. According to the PUC, the proposed conversion program would increase lighting levels on the streets of San Francisco by more than 25 percent, thus permitting better visibility, greater traffic safety, and improved crime deterrence.

10. The PUC estimates that the proposed conversion project would offset more than 8,800 tons of carbon dioxide emissions per year, which is equivalent to the annual carbon dioxide emissions of about 2,000 typical automobiles, or to that released by burning 16,000 barrels of oil annually.

**Recommendation:** Approval of the proposed resolution to convert streetlights to high pressure sodium fixtures is a policy matter for the Board of Supervisors.



Item 5 - File 97-93-30.1

**Note:** This item was transferred from the Economic Vitality and Social Policy Committee as a result of fiscal impact.

**Department:** Department of Social Services (DSS)

**Item:** Ordinance amending the San Francisco Administrative Code by adding Section 20.56.14 to permit the implementation of a Fingerprint Identification System for General Assistance recipients.

**Description:** The proposed ordinance would permit the Department of Social Services (DSS) to require recipients of General Assistance (GA) aid to be fingerprinted electronically as a prerequisite to receiving benefits.

Under the present system, there are at least two methods by which recipients of GA benefits may receive duplicate benefits. First, since counties do not share databases, which contain information on all applicants for and recipients of GA benefits, it is possible that a person receiving benefits in one county may receive benefits in another county without being detected. In addition, GA recipients may receive aid under more than one name within the same county by using false identification.

In order to prevent such potential fraud from occurring, the DSS proposes implementing an automated fingerprint identification system, which would allow fingerprint images to be stored on a computer system. The DSS expects to be able to lease this system from Electronic Data Systems (EDS), which has developed the Automated Fingerprint Reporting and Match (AFIRM) system. With this system, a digital fingerprint could be quickly matched against other fingerprints stored in the database. The AFIRM fingerprint data would be incompatible with fingerprint data taken for law enforcement purposes, thus eliminating the possibility that data would be shared between different government agencies.

Alameda and Los Angeles Counties have already implemented the AFIRM system, and other counties, including Contra Costa County, are considering adopting it. DSS would share fingerprint data using the proposed AFIRM system with Alameda County in order to prevent GA recipients from receiving aid in more than one county. In addition, since fingerprints are a unique form of identification, DSS would be able to better ensure that GA clients do not receive aid under more than one name in San Francisco.

The DSS expects to be able to lease all the necessary equipment and services from EDS, a large computer services company. The price of the system would include training, implementation, equipment, phone lines, installation, and fingerprint processing. Both Alameda and Los Angeles Counties have contracted with EDS for its services.

At this time, the proposed fingerprint identification system would be adopted for the purpose of preventing fraud specifically in the GA program. Los Angeles County is considering expanding the system to other types of public assistance, including Aid to Families with Dependent Children (AFDC), but this first requires the approval of the State Legislature. Nevertheless, San Francisco is not presently contemplating the expansion of the fingerprint identification system to welfare programs other than the GA program.

The proposed ordinance (Item 3, File 97-93-30.1) would add a new Section 20.56.14 to the San Francisco Administrative Code, which would allow the Department of Social Services to implement a fingerprint identification system. The DSS could then require all applicants for and recipients of GA aid to provide fingerprints as a condition for eligibility or continuing eligibility, subject to the procedures and regulations adopted by the Department, for the purposes of identification. Refusal to cooperate with the fingerprint procedures would provide grounds for denial or discontinuance of aid. However, DSS would allow exemptions for clients who, due to mental illness, fear fingerprinting. The proposed fingerprint identification system would be subject to all State and Federal laws and regulations regarding the confidentiality of information of applicants for, or recipients of, public aid benefits.

**Comments:**

1. Ms. Sally Kipper of DSS reports that the equipment and operational expenses of the proposed fingerprint identification system are estimated to cost \$200,000 annually. This estimate is based on the cost of hardware and on the number of GA cases that EDS would process and store. According to Ms. Dorothy Enisman, Program Manager of GA, as other counties adopt the system, thus adding more records to the database, the cost for each county should decrease.

2. The DSS has requested that funds from the FY 1992-93 budget be carried forward in order to pay for the estimated \$200,000 in operational expenses for the proposed fingerprint identification system for FY 1993-94. The source of these funds would be Object 153, General Assistance aid payments, and the funds would be carried forward to Object 105, Data Processing/Word Processing/Professional Services, for FY 1993-

94. The request for carrying funds forward from the FY 1992-93 budget is pending administrative approval from the Controller's Office.

3. Ms. Kipper anticipates that the DSS would apply for a sole source waiver from the Human Rights Commission (HRC) in order to acquire the AFIRM system from EDS, Inc., so that San Francisco's system could be linked with the systems in Alameda County and, eventually, Contra Costa County. If the sole source application were rejected, the DSS would then conduct a Request for Proposal (RFP), in which one of the requirements would be that the fingerprint identification system be compatible with the regional system, so that fingerprint information could be shared with other counties.

4. According to Ms. Kipper, by adopting a fingerprint identification system, the DSS expects to reduce the costs of the GA program by preventing the provision of duplicate aid. Mr. John Vera, DSS Assistant General Manager, reports that as other counties adopt the fingerprint identification system, the database would most likely be expanded to include such other counties.

5. The DSS does not know to what extent this fraud occurs, since DSS presently has no precise method of identifying recipients of duplicate aid. Nevertheless, DSS General Manager Brian Cahill reports that the Department has anecdotal evidence that fraud does occur. In addition, Ms. Joan Bennett of the District Attorney's Welfare Fraud Department reports that in the seven month period from January to July, 1993, the District Attorney has prosecuted and convicted 17 cases of duplicate aid and has made administrative settlements in 46 additional cases after clients admitted to multiple receipts of GA aid in one month. This total of 63 cases was equivalent to 126 excess grants of GA aid, at \$345 per month, or an additional \$43,470 per month. According to Ms. Kipper, based on an average case life of five to six months, GA's costs associated with these cases were between \$217,350 and \$260,820. Ms. Bennett adds that some recipients of duplicate aid in the cases she has prosecuted have received up to seven grants, or \$2,415, in one month which is \$2,070 more than the \$345 month grant which the GA recipient is entitled to receive..

6. Local public interest groups have expressed opposition to the proposed ordinance. Their main arguments against adopting a fingerprint identification system are that it is an invasion of privacy and that it will intimidate some of those entitled to assistance from receiving it. Moreover, they fear



that the fingerprint data may be shared with law enforcement and/or other government agencies. Mr. Jim Davis, Western Regional Director of Computer Professionals for Social Responsibility, claims that savings attributed to the AFIRM have been exaggerated. Mr. Davis reports that the reduction in General Assistance caseloads in counties that have already adopted the system has occurred not because of a decrease in fraud, but due to the number of persons who missed their fingerprinting appointments, and thus had their cases terminated. Mr. Davis further claims that the costs of implementing the AFIRM system will be significantly higher than the costs estimated by the DSS.

7. Ms. Delores Auspon of the Los Angeles County General Relief Program and Ms. Betty Jutzi of the Alameda County General Relief Program advise that both Los Angeles County and Alameda County faced little opposition from local public interest groups prior to implementing the AFIRM system. Both Ms. Auspon and Ms. Jutzi report that the opposition came primarily from advocate groups, not from the welfare clients themselves. In addition, both Ms. Auspon and Ms. Jutzi report that they attempted to lessen what opposition there was by publishing and distributing brochures on the AFIRM system prior to implementation. Ms. Jutzi further reports that General Assistance recipients who missed their first appointments or who refused to be fingerprinted were provided with a second opportunity to be fingerprinted before their cases were dropped.

8. According to Ms. Kipper, since implementing the AFIRM system in June 1991, Los Angeles County has experienced a caseload reduction of 2.5 percent in its GA program. Ms. Auspon reports that the AFIRM system resulted in reduced GA costs of \$5.4 million over the first six months and that total savings for the first four years have been projected at \$20,408,400 resulting from the AFIRM system, or an estimated average savings of \$5,102,100 annually. The implementation costs to Los Angeles for the AFIRM system are estimated at \$9.6 million over five years or an estimated average cost of \$1,920,000. In addition, Ms. Auspon further reports that 530 duplicate aid cases have been detected since the system's implementation.

9. According to Ms. Jutzi, Alameda County has experienced a 4.5 percent reduction in cases since it adopted the AFIRM system in February of 1993. However, Ms. Jutzi reports that there have been less than five cases of fraud detected since the system's implementation. Nevertheless, Ms. Jutzi believes



that the AFIRM system has deterred more fraud than it has detected.

10. Based on Alameda County's experience, DSS estimates that a fingerprint identification system would result in a 4.5 percent reduction in the GA caseload, producing \$1.9 million in savings on projected FY 1993-94 GA expenditures of \$55.8 million. The Budget Analyst estimates a 3 percent reduction in the GA caseload upon implementation of the proposed fingerprint identification system, resulting in \$1.25 million in savings on projected FY 1993-94 GA expenditures. All of the foregoing figures are based on an October 1, 1993, (nine months in Fiscal Year 1993-94) implementation date of the proposed fingerprint identification system.

11. The Budget Analyst previously reported that the Mayor's recommended FY 1993-94 budget for General Assistance was underbudgeted by at least \$5.1 million. This underbudgeted amount was based on approval of the proposed fingerprint identification system. The Budget Analyst previously reported that without approval of the fingerprint identification system, the underbudgeted amount for GA would increase by an additional estimated \$1.2 million, resulting in a total potential shortfall of at least \$6.3 million. The FY 1993-94 budget, as approved by the Board of Supervisors, included a reserve for GA, as recommended by the Controller, in the amount of only \$3.2 million.

12. At the request of the Mayor, this matter will be voted on by the electorate at the November, 1993 election.

**Recommendation:** Approval of the proposed ordinance is a policy matter for the Board of Supervisors.



Items 6 - File 91-93-1

**Department:** Chief Administrative Officer (CAO)  
San Francisco Redevelopment Agency (SFRA)

**Item:** The proposed resolution would express the intent of the Board of Supervisors to use future Hotel Tax revenues to finance various improvements in the Yerba Buena Center Redevelopment Project Area including the Children's Center, the Mexican Museum and additional Improvements to the Moscone Center. Bonds would be issued by the Redevelopment Agency of the City and County of San Francisco producing net proceeds not to exceed \$73,700,000 (Yerba Buena Gardens Project). It is intended that future Hotel Tax revenues will be used to pay off the proposed bonded indebtedness.

**Description:** The proposed resolution would establish, as Board of Supervisors policy, the support of the San Francisco Redevelopment Agency (SFRA) in seeking alternative financing mechanisms for the continuing development of the Yerba Buena Center Redevelopment Project.

It was originally intended that the SFRA would issue zero coupon bonds for an estimated \$81,555,000, as later revised to \$82,544,000. The bond proceeds would provide for a Children's Center, a Mexican Museum and other improvements to the Moscone Center (see attached map) as follows:

Children's Center	\$46,200,000
Mexican Museum	7,500,000
Improvements to the Moscone Center Convention Facilities	<u>20,000,000</u>
Subtotal Estimated Net Proceeds	\$73,700,000
Costs of Bond Issuance and Bond Reserve	<u>8,844,000</u>
Total Estimated Bond Cost	\$82,544,000

However, at the present time, the SFRA, in discussion with the Chief Administrative Officer (CAO), is considering the refinancing and restructuring of the existing 1991 Moscone Center bonds instead of the originally proposed zero coupon bonds. This alternative plan would most likely result in a lower interest rate for the bonds. The bonds would be paid

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**

off from future Hotel Tax revenues. Mr. Robert Gamble of the SFRA estimates that, to pay off the principal and interest on the bonds, the cost to Hotel Tax revenues, which would be required, would range between \$149,600,000 and \$264,000,000 depending on whether zero coupon bonds or the refinancing and restructuring of existing bonds are undertaken. CAO and SFRA staff are continuing to research various bond financing options that would determine the overall cost to finance the bonds.

Mr. Gamble's cost estimate range is based on an \$8.8 million annual payment from Hotel Tax revenues for either the 17-year period 2001 to 2017 or the 30-year period from 2001 to 2030. Between the current year and the year 2000 the current annual payment of \$8.8 million would complete the retirement of the original Moscone Center Bond Program. At this point the refinanced and restructured bonds would require an \$8.8 million annual payment for the new proposed improvements for as few as an estimated 17 years for a total cost of \$149,600,000 (\$8.8 million x 17 years) or as many as an estimated 30 years for a total cost of \$264,000,000 (\$8.8 million x 30 years).

An initial bond issuance would include \$46.2 million for the Children's Center and \$12 million for the Moscone Center Convention facility improvements. Later bond issuances would be undertaken to construct the Mexican Museum (\$7.5 million) and complete the other remaining capital improvements to the convention facility (\$8 million) resulting in an estimated cost of \$20 million for the Moscone Center Convention Facility improvements.

The Children's Center would provide for the development of Central Block 3 and would include a skating rink, bowling center, child care facility, children's cultural building, and two acres of gardens designed for use by families and young people.

The Mexican Museum would be located on the south side of Mission Street between Third and Fourth Streets. The estimated cost for construction is \$15 million of which 50 percent or \$7.5 million would be matching funds raised by the Mexican Museum supporters. Mr. Edward Helfeld of the SFRA advises that no bonds would be issued or bond proceeds made available to the Mexican Museum until it can demonstrate that it could raise an estimated \$7.5 million to supplement the proposed matching Hotel Tax monies of \$7.5 million in order to provide sufficient monies to complete construction of and equip the Museum.

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**

Improvements to the Moscone Center would include physical changes mandated by the American for Disabilities Act and long term maintenance requirements as developed by the Chief Administrative Officer. Moscone Center requires certain capital improvements and repairs to assure its continued upkeep so that major conventions and events will continue to take place at the Moscone Convention Center well into the future.

**Comments:**

1. Ms. Laura Lockwood, of the CAO's Office, advises that an amendment of the whole to the proposed legislation is currently being prepared by the City Attorney's Office. This amendment is not available as of the writing of this report.

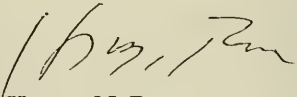
2. Mr. Gamble advises that a substantial amount of the proposed improvements were to be financed originally from payments to be made by the previous developer, Olympia & York. Because Olympia & York has defaulted in its agreement with the SFRA to develop the Yerba Buena Gardens, alternate financing is now sought to finance the subject improvements.

3. This legislation addresses the general intent to use future Hotel Tax revenues to pay off bonds that would pay for specific additional improvements to the proposed Yerba Buena Gardens as noted in this report's description. Before additional time and funds are spent on researching an acceptable plan to finance improvements that are estimated to cost between \$149,600,000 and \$264,000,000 for the repayment of bond principal and interest, the CAO and the SFRA are seeking Board of Supervisors approval for its proposed policy to expend future Hotel Tax revenues to accomplish the objective of providing financing for these specific improvements.

4. If the Board of Supervisors approves the subject resolution, the SFRA and CAO will return in approximately three to four months with a joint financing plan to direct the future use of Hotel Tax revenues to pay for the financing of the proposed improvements for Yerba Buena Gardens identified in this legislation. That plan would include selecting and retaining underwriters and other financing team participants to implement the finance plan and proposing the necessary amendments to the City's Municipal Code with respect to the Hotel Tax and related matters. Such a plan would, of necessity, result in some reduction of Hotel Tax revenues to those entities who are presently allocated such revenues.

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**

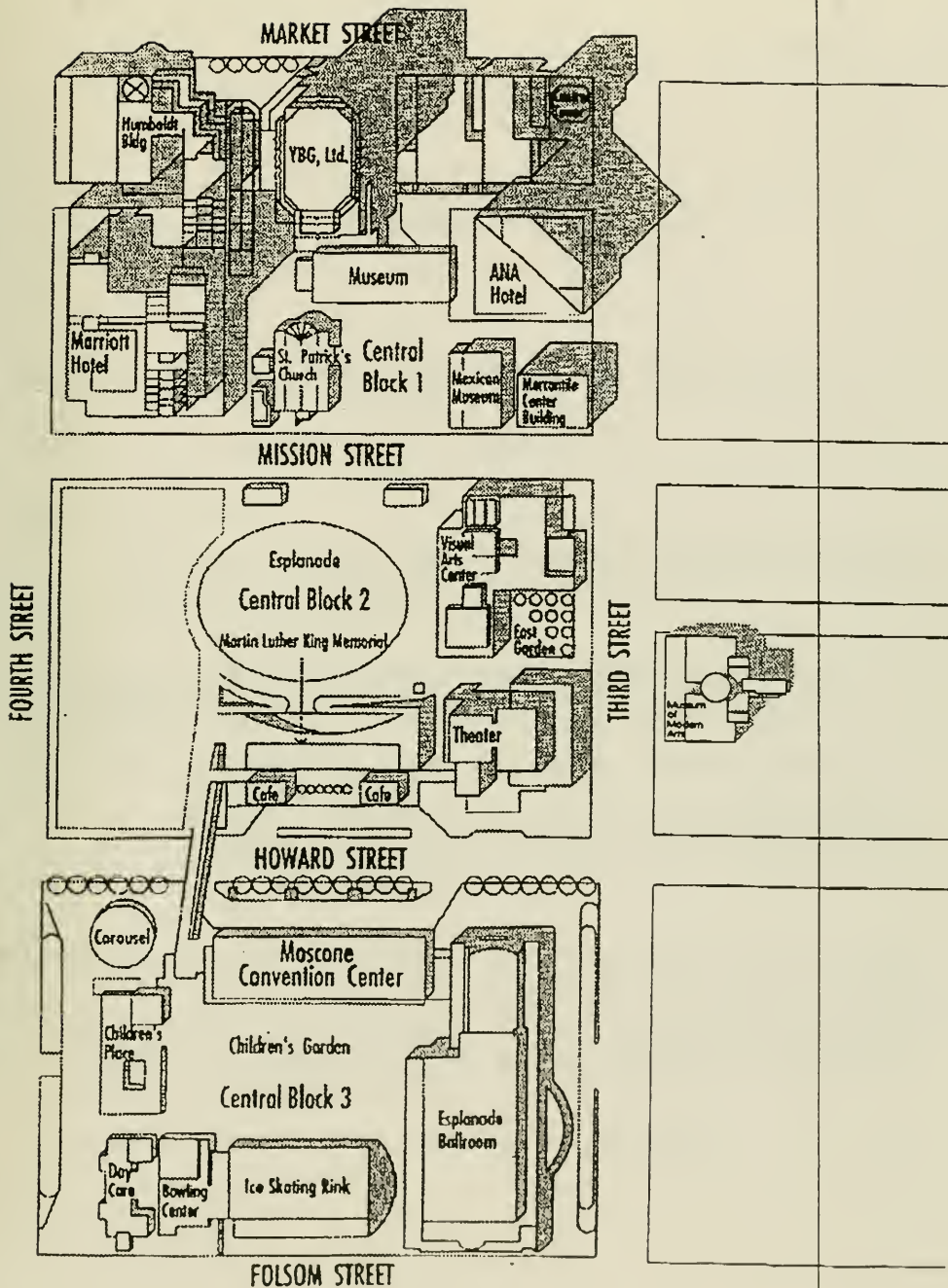
**Recommendation:** Because the proposed resolution would obligate future Hotel Tax revenues ranging between \$149.6 million and \$264 million requiring annual payments of \$8.8 million per year beginning in the year 2001, approval of the proposed ordinance is a policy matter for the Board of Supervisors.



Harvey M. Rose

cc: Supervisor Migden  
Supervisor Hsieh  
President Alioto  
Supervisor Bierman  
Supervisor Conroy  
Supervisor Hallinan  
Supervisor Kaufman  
Supervisor Kennedy  
Supervisor Leal  
Supervisor Maher  
Supervisor Shelley  
Clerk of the Board  
Chief Administrative Officer  
Controller  
Teresa Serata  
Jean Harris  
Ted Lakey







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AUG 19 1993

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///  
— Actions taken

WEDNESDAY, AUGUST 18, 1993, 2:00 P.M. ROOM 228, CITY HALL

PRESENT: SUPERVISORS MIGDEN, HSIEH, ALIOTO

CLERK: KAY GULBENGAY

Note: Copies of the Budget Analyst's Report will be available for review on the counter in the Office of the Clerk of the Board, Room 235, City Hall, 10:00 a.m., the date of the meeting.

1. File 82-93-5. [Acquisition of Subsurface Easements] Resolution authorizing the acquisition of two permanent subsurface easements at 17 and 19 Alta Street, Assessor's Block 106, Lots 24 and 40 - \$2,000. (Real Estate Department)

ACTION: Hearing held. Amendment of the whole (as presented by Real Estate Department) adopted.

New Title: "Authorizing the acquisition of two permanent subsurface easements at 17 and 19 Alta Street, Assessor's Block 106, Lots 24 and 40, and adopting findings pursuant to City Planning Code Section 101.1." Recommended as amended.

2. File 127-93-17. [Business and Payroll Expense Tax Amnesty] Ordinance amending Part III, Municipal Code, by adding Article 17, Sections 1700 through 1707 to establish a tax penalty amnesty program between November 1, 1993 and December 31, 1993 for delinquent payroll expense and business taxes; by adding Section 909.1 to increase and add penalties for delinquent payroll expense taxes as of January 1, 1994 and adding Section 1013.1 to increase and add penalties for delinquent business taxes as of January 1, 1994. (Supervisor Kaufman)

ACTION: Hearing held. Continued to October 6, 1993 meeting.

3. File 127-93-19. [Rental Vehicle User Tax] Ordinance amending Part III, Municipal Code, by adding Article 19, Sections 1901 through 1920, to impose a rental vehicle users tax, operative October 1, 1993. (Supervisor Conroy)

ACTION: Hearing held. Amendment of the whole (as presented by Supervisor Conroy) adopted. Further amended on page 23 line 17 by deleting "The tax imposed by this Article shall expire on October 1, 1995."

New Title: "Amending Part III of the San Francisco Municipal Code by amending Sections 1004.17 and 1004.18 of Article 12-B to repeal the Business classification for passenger vehicle rental businesses and to repeal the tax rate for this classification and by adding Article 19 thereto to impose a vehicle renter tax, operative October 1, 1993."

Recommended as amended to Board for public hearing on Monday, September 7, 1993 at 3:00 p.m.

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4. File 97-93-40. [General Assistance Sanctions, Collection of Overpayments] Ordinance amending Administrative Code by amending Sections 20.58.1, 20.59.10 and 20.59.16, relating to sanctions and the collection of overpayments. (Department of Social Services)

(8/10/93 - Recommended and transferred from Economic Vitality and Social Policy Committee - Fiscal Impact

Present: Supervisors Kennedy, Kaufman, Conroy)

ACTION: Hearing held. Continued to call of the chair.

**BOARD OF SUPERVISORS****BUDGET ANALYST**

1390 MARKET STREET, SUITE 1025

SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-7642

August 16, 1993

**TO:** Budget Committee

**FROM:** Budget Analyst

**SUBJECT:** August 18, 1993 Budget Committee Meeting

Item 1 - File 82-93-5

**Departments:** Real Estate Department  
Department of Public Works (DPW)

**Item:** Resolution authorizing the acquisition of two permanent subsurface easements at 17 and 19 Alta Street (Assessor's Block 106, Lots 24, and 40).

**Description:** The Real Estate Department reports that in February of 1992, the hillside of Telegraph Hill near Alta Street and above Filbert and Sansome Streets, experienced major slippage, jeopardizing the life and property of the nearby residents. As a result, the DPW was required to use emergency contract services to demolish an apartment building at 22-30 Alta Street, which was on the verge of sliding downhill into properties below. As a part of the restoration of Alta Street, the DPW hired a contractor to rebuild a City retaining wall that crosses Alta Street.

The proposed resolution would authorize the Real Estate Department to acquire, on behalf of DPW, two privately owned subsurface easements located at 17 and 19 Alta Street which are needed for the permanent installation of Tie-Back Rods (bars or cables which are placed in pre-drilled holes with concrete grout, which provide support to a given structure) required in connection with the construction of the retaining wall noted above. The private property owners have agreed to

grant said easements. The Real Estate Department has appraised the value of each easement at \$1,000 for a total amount of \$2,000. Ms. Peg Divine of the DPW advises that the \$2,000 would be paid for by 1987 Street and Safety Improvement Bond funds.

**Comment:** The Director of Planning has informed the Real Estate Department by letter, dated April 16, 1993, that the acquisition of the subsurface easements at 17 and 19 Alta Street, is in conformity with the Master Plan and consistent with the eight Priority Policies of Planning Code Section 101.1.

**Recommendation:** Approve the proposed resolution.



Item 2 - File 127-93-17

**Note:** This item was continued at the July 28, 1993 meeting of the Budget Committee and has been amended from its original form

**Item:** Business Tax Amnesty Program

**Description:** 1. The proposed ordinance would add Article 17 Sections 1700 through 1706 to Part III of the San Francisco Municipal Code, to establish a tax penalty amnesty program for delinquent payroll and gross receipts taxes, and amend Articles 12-A and 12-B in order to increase and add penalties for delinquent payroll and gross receipts taxes as of January 1, 1994.

2. Under the proposed Business Tax Amnesty Program, tax penalties (currently ranging from a \$100 penalty for failure to obtain a business tax certificate to 10% of the amount of underpayment on any business tax return filed to 25% of estimated underpayments for businesses that do not file returns) would be waived. However, the delinquent tax itself, as well as interest on such unpaid taxes computed at the rate of 1% per month, would still be due and payable to the City.

3. The amnesty program would be established for all persons required to obtain a business tax registration certificate under the Municipal Code. For persons who meet eligibility requirements defined in the ordinance, the following amnesty provisions would apply:

- The Tax collector shall waive all penalties owed for failure to pay any annual registration fee or file a return.
- The Tax Collector shall waive all penalties owed for delinquent payroll expense or business (gross receipts) taxes owed under the provisions of the Municipal Code.
- No proceeding to suspend or revoke a registration certificate shall be initiated.
- No civil or criminal action shall be brought against the taxpayer, for any tax period for which tax penalty amnesty is requested, based upon the non-reporting or under-reporting of tax liabilities or the non-payment of any taxes owed under the provisions of the Municipal Code.

4. The amnesty program shall apply to annual registration fees, payroll expense tax liabilities and business tax liabilities for tax periods ending on or before December 31, 1992 except that:

- The Tax Collector shall not waive penalties owed as a result of determinations under Administrative review made prior to the commencement of the amnesty application period (November 1, 1993);
- The Tax Collector shall not waive any penalties which are included in any civil tax collection litigation commenced by the Tax Collector prior to commencement of the amnesty application period (November 1, 1993).

5. Any person who is required to obtain a business tax registration certificate under the Municipal Code may file an application for payroll expense or business tax amnesty on or after November 1, 1993 and on or before December 31, 1993. Such persons must:

- File completed tax returns for all periods for which he or she has not previously filed a tax return or files amended tax returns for all periods for which he or she under-reported taxes owed; and
- Pay in full the taxes and interest due.

For any tax liability owed, the Tax Collector or the Board of Review may enter into installment payment agreements. If the Tax Collector finds a deficiency in any return filed under the provisions of the Business Tax Amnesty Program, then penalties shall be imposed only on the difference between the amount shown in the return and the correct amount of tax.

6. The proposed ordinance would also increase and add penalties for delinquencies, beginning on January 1, 1994 (after the amnesty program) in the following amounts:

For Unpaid or underpaid taxes:..... 20% of unpaid amount  
(now 10%)

For unpaid taxes past-due for  
over 90 days..... additional 20% of unpaid amount  
(new penalty)

For failure to file a return or failure to  
respond to a request for financial  
information..... \$500  
(now \$100)

Non-payment, underpayment, failure to file..... 50% of tax due,  
due to fraud or intent to evade (exclusive of penalties)  
(now 25%)

All increased penalties will be applied to accounts that become delinquent after the proposed amnesty program. The new penalty for amounts receivable for 90 days or more can, under the current wording of the proposed ordinance, be applied to unpaid delinquencies that exist prior to the amnesty period.

7. The Controller is unable at this time to certify increased tax revenues and related interest payments that may result from this ordinance. While tax collections may increase during the amnesty period, in contrast to prior years experience, much of that revenue may have been collected in any event through the Tax Collector's normal auditing and collection processes. Since penalties would be waived under the amnesty program, there would be an offsetting revenue loss for deficient tax filings that would have been collected by the Tax Collector if the amnesty program were not in effect.

8. The Tax Collector estimates that the one-time administrative costs of implementing the Business Tax Amnesty Program would be approximately \$225,000 in existing staff time and \$75,000 for advertising and promotion, printing, postage and other incidental expenses. A supplemental appropriation would be required for any increased expenditures. The Tax Collector states that there are presently approximately 26,000 delinquent accounts that would be potentially eligible for the amnesty program. If audit staff are used for the amnesty program, approximately \$300,000 in regular audit billings would be deferred.

**Comments:**

1. Although the Controller is unable to certify increased revenue due to the Business Tax Amnesty Program, such a program could result in improved compliance and an increase to the business tax base if a substantial number of currently unregistered businesses use the amnesty program to become registered. The potential for an increased number of registered businesses could therefore be viewed as a long term revenue benefit resulting from the amnesty program.

2. A similar Business Tax Amnesty Program was conducted by the City of Los Angeles in 1985. Although Los Angeles' business tax collections were substantially higher for the amnesty period, costs were incurred as a result of waived penalties and diversion of business tax auditor staff time. The net gain resulting from the Los Angeles Amnesty Program, was calculated to be approximately \$13.6 million. After considering non-cash items such as estimated lost revenue due to the waiver of penalties and the diversion of revenue-producing personnel, the estimated revenue achieved amounted to approximately \$4.5 million. The table below details the benefits of the amnesty program as estimated by the City of Los Angeles.

City of Los Angeles Estimates of Business Tax Amnesty Outcome

	<u>Outcome 1</u>	<u>Outcome 2</u>
Total Amnesty Collections	\$12,485,072	\$12,485,072
Total Receivable from Installment Agreements	<u>1,366,594</u>	<u>1,366,594</u>
Total Collections/Receivables	13,851,666	13,851,666
Less: Cash Expenditures (see Note 1 below)	(290,895)	(290,895)
Non-Cash Expenditures (see Note 2 below)	<u>- 0 -</u>	<u>(9,055,259)</u>
Overall Outcome/Result	\$13,560,771	\$4,505,512

Note 1: Amnesty Cost Expenditures

Advertising	\$60,138
Personnel	206,188
Printing	1,389
Mailing Services	17,203
Computer Rental	5,000
Miscellaneous	<u>977</u>
	\$290,895

Note 2: Amnesty Non-Cash Expenditures

Lost Revenue due to Waiver of Penalties	\$6,831,240
Lost Revenue due to Assignment of Income Producing Personnel to the Amnesty Unit:	
Field Personnel Collections	326,354
Audit Personnel Assessments	<u>1,897,665</u>
	\$9,055,259

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**

Due to the fact that the structure of the Los Angeles business tax is significantly different from that of San Francisco, this revenue benefit is not comparable to what may be realized in San Francisco. The Los Angeles program was viewed as a success in that a total of 1,500 previously unregistered businesses were added to the Business Tax base during the amnesty period.

3. At the direction of the Budget Committee, a letter was sent to the Tax Collector concerning delinquent account collection procedures and related matters. The response of the Tax Collector is attached to this report.

4. As reflected in the response, a total of over \$15.3 million of outstanding delinquent taxes were identified as of June 30, 1993. These delinquent taxes include Statements Filed by Businesses without including the owed Payments (\$2,442,906), Annual \$150 Registration Fee Statements sent to Businesses that have not responded (\$8,090,438) and Payments identified through the Department's Audit Deficiency Billings (\$4,813,267). Mr. Richard Sullivan of the Tax Collector's Office notes that these amounts reflect accumulated delinquent taxes from over several years. Although the \$15.3 million reflects the total amount owed to the City, Mr. Sullivan reports that data was not readily available regarding the actual number of cases or businesses that are delinquent. However, Mr. Sullivan notes that the \$15.3 million does not include any unregistered businesses, businesses that have failed to file, businesses against whom the City has begun legal action as a result of delinquent taxes, or businesses that have filed for bankruptcy. As noted in the Tax Collector's response, "the number of unregistered businesses and the taxes they owe is difficult to determine". The businesses that have failed to file are estimated at 17,875, as reflected in the attachment, based on the number of notices mailed to businesses in July, 1993.

**Recommendation:** Approval of the proposed ordinance is a policy decision for the Board of Supervisors.



Thad Brown  
Tax CollectorRichard A. Sullivan  
Deputy Tax Administrator

August 13, 1993

John L. Taylor  
Clerk of the Board  
City Hall  
San Francisco, CA 94102

SUBJECT: FILE NO. 127-93-17

Dear Mr. Taylor:

Pursuant to the above-referenced request, I am providing you with the following responses. The responses correspond to the item numbers contained in your letter.

1. Outstanding Delinquent Taxes and Number of Cases. As of June 30, 1993, total outstanding delinquent taxes amount to \$15,346,612 comprising of the following:

<i>Category</i>	<i>Delinquent Taxes</i>
Statements Filed without Payment	\$2,442,906
Registration Fee Statements	\$8,090,438
Audit Deficiency Billings	\$4,813,267
	<hr/>
TOTAL	\$15,346,612

The Tax Collector's Office prioritizes delinquent tax cases and schedules collection action within the statutory time limitation.

Unregistered Businesses. The number of unregistered businesses and the taxes they owe is difficult to determine. At the present time, we are attempting to work with other regulatory agencies, i.e. Franchise Tax Board, EDD, and others to effectively identify businesses not in compliance with the City's business tax ordinance. In the past, this was a labor intensive activity handled by our Investigation and Audit staff as part of their on-going collection efforts.



Businesses Failing to File. In July 1993, the Business Tax Division mailed 17,875 determination notices to businesses who failed to file. These are businesses who had registered and had previously filed. Approximately 10% of these businesses respond to our notices and pay. The majority who do not respond are referred to field investigators or follow-up action. In our opinion, the amnesty program, if targeted to this group and the unregistered businesses, would have the impact of purging our files and adding new accounts.

2. Department's Collection Procedures. Within the Tax Collector's Office, several divisions are actively engaged in the collection function. They are the Business Tax Division, Investigation Division, Legal Division and the Bureau of Delinquent Revenue. A summary of their activities is provided below.

**The Business Tax Division** in coordination with the Controller's ISD, initiates the following:

- Mailing of approx. 58,000 annual registration renewal
- Mailing of approx. 30,000 statements with a balance due
- Mailing of approx. 18,000 determination notices.

In addition, the division conducts approximately 1,000 audits of businesses to ensure compliance, verify accuracy of statements filed, and follow-up of leads.

**The Investigation Division** functions as a support group to the Business Tax Division by:

- Locating delinquent taxpayers
- Perform filed collections through direct contact with taxpayers
- Serving legal documents and attaching liens
- Filing small claims actions.

**The Legal Division** is assigned the more complex cases of collection which usually require a thorough knowledge of bankruptcy law and analysis of commercial legal relationships as they typically involve closely held corporations or limited partnerships.

**The Bureau of Delinquent Revenue** performs the following collection functions:

- Generating automated letters to debtors
- Skip tracing bad addresses
- Filing creditor claims in escrow and bankruptcy
- Small Claims Court representation
- Filing civil suits in Municipal and Superior Courts.

3. Collection by Outside Contractors. It does not appear that collection by outside contractors would be more cost effective than internal collection officers for a number of reasons. One reason is cost. Collection agencies typically charge from 25% to 50% of receivable as their collection fee. Any out of pocket costs are in addition to their fees. In comparison, the Tax Collector's collection costs has historically been lower than outside contractors. In fiscal year 1992-93, the Tax Collector's collection costs averaged only 17.82%

Another reason it would not be cost effective is that, of the 17,875 determination notices sent to businesses who had failed to file, over 90% may not owe any taxes except the \$150 registration fee and the \$100 penalty. (The determination for each of these businesses is necessarily over \$2,500 due to the small business exemption.) Consequently, it is doubtful if any collection agency would want to service these delinquent accounts.

While the Amnesty Program presents the greatest potential for revenue addition to the City from the unregistered group of businesses, again it is questionable whether an outside collection agency could identify and locate them without knowing which ones are already registered and without the benefit of an audit deficiency or judgement.

Since the Tax Collector's Office, through its divisions, is currently taking active collection efforts on all known delinquent accounts and has the expertise to efficiently and cost-effectively to pursue them, it is doubtful that an outside collection agency would have any cost advantage.

4. Utilization of Additional Positions. The Tax Collector's Office recently lost 16 positions. Most of the positions lost were clerical and accounting staff who handled the billings, renewals, payment posting, delinquent billings, reconciliations, and many other activities associated with collections. As a result of losing so many positions we will have to reassign field investigators, collection officers, and auditors to cover many of our routine clerical and accounting activities. The consequent loss of revenue from their primary activities will impact the City substantially. A month ago, we made a preliminary projection that our delinquent collections for fiscal year 1993-94 will be delayed, and possibly reduced, by a minimum of \$5.6 million, based on these reassignments.

The restored positions will be used to handle some of this work, which will enable the auditors, investigators and collection officers who would have been reassigned to concentrate their efforts on revenue-generating activities. By using the positions in this manner, we can gain back at least some of the projected revenue delay or loss.

Thank you for the opportunity to provide the above information.

Sincerely,



Thad Brown  
Tax Collector

cc: Carole Migden, Budget Committee Chair  
Tom Hsieh, Supervisor  
Angela Alioto, Supervisor  
Harvey Rose, Budget Analyst  
Mary Callanan, Treasurer  
Ed Harrington, Controller

Item 3 - File 127-93-19

**Item:** The proposed ordinance would amend part III of the San Francisco Municipal Code by adding Article 19 to impose a rental vehicle users tax, effective October 1, 1993.

**Description:** The proposed ordinance would impose a rental vehicle users tax of \$4 per rental day with a maximum of \$16 per rental agreement (4 days) on every person who leases or hires any passenger vehicle in San Francisco. In accordance with the proposed ordinance, this tax would be listed as a separately stated charge on the rental agreement paid by the rental user to the rental car operator.

In accordance with the proposed ordinance, every rental car operator in the City must register with the City's Tax Collector no later than 15 days after the date of the imposition of this tax. Within five days after registration, the Tax Collector would issue a certificate of authority to each registrant, which must be displayed prominently at each place of rental vehicle business. Every rental operator in the City would be responsible for maintaining all tax records for three years.

The proposed rental vehicle users tax would be imposed as of October 1, 1993. In accordance with the proposed ordinance, if the tax is not collected by the rental operator, the rental operator would be liable to the Tax Collector for the amount of the tax due. All taxes would be payable to the Tax Collector each quarter, including filing of forms as prescribed by the Tax Collector. The Tax Collector may extend, for not more than one month, the time for making any payment of tax. Additional extensions could only be granted by the Board of Review.

The Board of Review would consist of the Chief Administrative Officer (CAO), the Controller and the Assessor. Members of the Board of Review may assign any member of his or her office to serve in his or her place on the Board. The Board of Review would hear and determine appeals of the Tax Collector and could affirm, modify or reverse such decisions.

Any extensions or late payments would be subject to interest charges, assessed at the rate of one percent per month. Any rental operator who fails to remit any tax within ten days after written notice from the Tax Collector would be subject to a 20 percent penalty of the amount of the tax owed. If the

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**

Tax Collector determines that the nonpayment was due to fraud, a further penalty of 25 percent of the amount of the tax would be assessed.

As stated in the proposed ordinance, this rental vehicle users tax is being imposed solely for the purpose of providing general revenue for the City and is not enacted for regulatory purposes.

**Comments:**

1. The proposed ordinance includes language defining "passenger vehicle" to exclude motor trucks or truck tractors, vehicles designed to carry ten passengers or more used for transportation of persons, similar to the previously approved legislation (File 127-93-7). However, the proposed ordinance would impose the new rental vehicle user tax on every person who acquires any passenger vehicle within the City for lease or hire for a period of less than 30 days, whereas the earlier ordinance imposed the tax on vehicles for periods of 60 days or less. According to Ms. Julia Friedlander of the City Attorney's Office, this is a technical change, given a further understanding of the rental vehicle industry operations.

2. Ms. Friedlander reports that the City Attorney's Office has informed all members of the Board of Supervisors about legal concerns regarding the potential impact of this proposed tax on the City's contract with the State Board of Equalization to collect San Francisco's sales and use taxes.

3. In July, 1993, the Board of Supervisors approved an ordinance (File 127-93-7), to increase the Gross Receipts Tax rate from 0.3% to 7.0% for passenger vehicle rental operators, effective October 1, 1993. This increase in the Gross Receipts Tax was estimated to generate \$2,336,400 in fiscal year 1993-94 and was included in the recently approved budget.

4. Mr. John Madden of the Controller's Office reports that the Controller's Office has been meeting with representatives of the rental car industry to verify statistical and financial data, in order to certify that sufficient revenues would be generated from the proposed ordinance. Mr. Madden reports that due to the lack of complete data, the Controller's Office is unable to certify the amount of revenue that would be generated from the proposed \$4 per day rental tax with a four day, or \$16 total amount per rental.

5. Mr. Madden notes that the rental vehicle industry has discussed a proposal to impose a \$2 per day rental tax, with no limit on the number of days. As noted above, the current proposed ordinance includes a four day maximum for



payment of the rental users vehicle tax. In addition, Mr. Madden reports that the rental vehicle industry representatives have discussed the option of a one-year tax that would be imposed from October 1, 1993 through September 30, 1994. Under this proposal, the tax would sunset on September 30, 1994.

6. Ms. Friedlander reports that the Brown Act requires a 45-day notice prior to increasing a tax. Given that the proposed ordinance includes an anticipated effective date of October 1, 1993, the amount can be reduced in the proposed ordinance, as reflected in the rental vehicle industry proposal, without triggering another 45-day notice period. However, the proposed rental vehicle tax amount cannot be increased without triggering another 45-day notice period.

7. The Controller's Office estimates that a \$2 per rental vehicle day tax, with no limit on the number of days would generate approximately \$3.1 million on an annualized basis. Based on a straightline projection, an October 1, 1993 effective date would generate approximately \$2,325,000 in fiscal year 1993-94. However, due to the seasonality of the rental car business, a significant portion of the rental vehicle business is conducted in San Francisco during July, August and September.

As noted above, the previously approved ordinance (File 127-93-7) to increase the Gross Receipts Tax rate from 0.3% to 7.0% for passenger vehicle rental operators, effective October 1, 1993 was estimated to generate \$2,336,400 in fiscal year 1993-94. Due to the lack of seasonality data currently available, the Controller's Office is unable to certify that the proposed ordinance (127-93-19) would generate approximately \$2.3 million during fiscal year 1993-94.

8. It should be noted that the rental vehicle industry considers the proposed ordinance as an alternative to the previously approved legislation (File 127-93-7). Therefore, if the proposed ordinance to impose a rental vehicle users tax is approved, the Board of Supervisors might consider legislation to repeal the previous ordinance (File 127-93-7) which had increased the Gross Receipts Tax rate on rental car companies. A repeal of that ordinance would result in a reduction of the Gross Receipts Taxes for passenger vehicle rental operators from 7.0% back to the existing 0.3% rate.

**Recommendation:** Approval of the proposed ordinance is a policy matter for the Board of Supervisors.

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**





Item 4 - File 97-93-40

**Note:** This item was transferred from the August 10, 1993 Economic Vitality and Social Policy Committee meeting due to fiscal impact.

**Department:** Department of Social Services (DSS)

**Items:** Ordinance amending Administrative Code by amending Sections 20.58.1, 20.59.10, and 20.59.16, relating to sanctions and the collection of overpayments.

**Description:** Section 20.58.1 of the San Francisco Administrative Code currently states that if a client's General Assistance (GA) aid payments are discontinued because of the client's failure to comply with the applicable provisions of the Administrative Code and with DSS regulations, the recipient shall be unable to reapply for GA assistance for a period of at least two weeks from the effective date of discontinuance. In addition, pursuant to Section 20.59.16 of the Code, any person who, by means of a false statement or representation or by an impersonation or other fraudulent act, obtains GA assistance, shall be referred to the District Attorney's Office for appropriate action.

The proposed ordinance would amend Section 20.58.1 of the Administrative Code by increasing the sanction period from two weeks to 30 days for GA recipients whose aid is discontinued because of the recipient's failure to comply with the Administrative Code and DSS regulations.

In addition, the proposed legislation would amend Section 20.59.16 of the Administrative Code by establishing graduated sanction periods for cases in which clients obtain GA assistance through intentional, fraudulent means, such as through false statements, misrepresentations, impersonations or some other fraudulent act, or through the intentional failure to report facts. The first offense within a 24-month period would be a 30-day waiting period before the client would be permitted to reapply for GA aid. Upon the second and third offenses within a 24 month period, the client would be unable to reapply for GA aid for periods of 60 days and 90 days, respectively. In addition, such cases would be referred to the District Attorney's Office for appropriate action.

Section 20.59.10 of the Administrative Code presently provides that in the case of an overpayment of GA aid to a client due to an administrative error or the recipient's negligent failure to report facts, the recipient's grant may be adjusted by reducing each subsequent GA payment by 10 percent (or \$34) per month

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**

for a six month period. An overpayment of GA aid due to the misrepresentation of information by the client must be repaid by reducing the amount of the recipient's grant by 40 percent (or \$138 per month) for a three month period. Finally, an overpayment of GA assistance due to the willful failure to report a fact or some other fraudulent act results in the immediate discontinuance of aid, subject to the fair hearing procedures outlined in the Administrative Code.

The proposed ordinance would amend Section 20.59.10 of the Administrative Code by permitting the DSS to collect overpayments of GA aid resulting from administrative errors or negligence on behalf of the recipient until such overpayments have been collected in full. Each subsequent GA payment would be reduced by 10 percent (\$34) per month until collection of the GA overpayment is complete, rather than for only six months, as is presently the case.

In addition, in cases where overpayments of GA assistance result from fraudulent behavior on behalf of the client, such as a false statement, misrepresentation, impersonation, intentional failure to report facts, or some other fraudulent behavior, the proposed ordinance would permit the DSS to reduce the client's monthly GA payment by 40 percent (\$138) until the overpayment is collected in full, rather than for only three months, as is presently the case.

**Comments:**

1. Mr. Brian Cahill, General Manager of the DSS, reports that increasing the sanction period from two weeks to 30 days for program violations would be consistent with the sanction period in most other counties in California.
2. According to Mr. Cahill, under current law, when a client is required to repay an overpayment of GA aid due to an administrative error or the negligence on behalf of the client, the recipient's monthly grants of \$345 are reduced by no more than 10 percent (\$34). Under Administrative Code Section 20.59.10, as described above, the DSS is permitted to make collections of GA overpayments for only six months, resulting in a maximum repayment of \$204, even if the overpayment exceeded this amount. The proposed ordinance would remove the six month limitation, thus permitting full collection of the overpayment.
3. Under current law, when a client is required to repay an overpayment of GA aid due to the misrepresentation of information by a client, the recipient's monthly grants of \$345 are reduced by no more than 40 percent (\$138). Under Administrative Code Section 20.59.10, as described above, the

DSS is permitted to make collections of GA overpayments for only three months, resulting in a maximum repayment of \$414 (\$138 x 3) that the DSS can collect from the GA recipient. Ms. Joan Bennett of the District Attorney's Office reports that she has prosecuted at least 50 GA fraud cases in the past two years in which clients received an average of four GA grants per month, or \$1,035 (\$345 x 4 less the \$345 to which they are entitled) in GA overpayments. However, as noted above, the maximum repayment to DSS in such cases is only \$414. The proposed ordinance would remove the three month limitation, thus permitting full collection of the overpayment.

4. Both the Budget Analyst and the DSS estimate combined savings of approximately \$805,000 in FY 1993-94 for the proposed program changes. According to Ms. Sally Kipper of the DSS, the DSS would save \$168,000 due to the proposed extended repayment period. Ms. Kipper reports that DSS collects an average of 411 repayments per month at \$34 per collection (10 percent of \$345), or a total of approximately \$14,000 in repayments per month. As a result of the proposed extended repayment period, DSS expects to be able to collect an additional \$14,000 in overpayments per month from clients whom they formerly could not collect from because of the six month limitation, thus allowing an estimated total annual savings of \$168,000 (12 months x \$14,000). In addition, Ms. Kipper conservatively estimates that the DSS would save approximately \$637,000 due to the proposed extended reapplication period, as illustrated below.

2,740	Cases discontinued per month
x <u>74.9 %</u>	Discontinuances upheld (25% of cases, after hearing, are reinstated immediately)
2,052.3	Cases subject to proposed additional 15 day sanction
x <u>20 %</u>	Cases returning immediately after 15 day sanction
410.5	Cases on which savings are based
x <u>\$172.50</u>	Cost of GA benefits for extra 15 day period (\$345/mo. ÷ 30 days equals \$11.50 per day)
\$70,811.25	Monthly savings
x <u>12</u>	Months per year
\$849,735	Annual savings
x <u>75 %</u>	Annual savings discounted for October 15, 1993 implementation
\$637,301	Total FY 1993-94 estimated savings

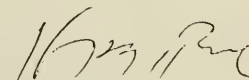
**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**

5. The Budget Analyst previously reported that the Mayor's recommended FY 1993-94 budget for the GA Program was underbudgeted by at least \$5.1 million. This underbudgeted amount was based on approval of the proposed GA Program changes discussed herein and the previously proposed Fingerprint Identification System. The Budget Analyst also previously reported that without approval of the proposed GA Program changes and the fingerprint identification system, the underbudgeted amount for GA would increase by an additional estimated \$2 million, equivalent to \$800,000 for the proposed program changes and \$1.2 million for the proposed fingerprint identification system, resulting in a total potential shortfall of at least \$7.1 million. The FY 1993-94 budget, as approved by the Board of Supervisors, included a reserve for GA, as recommended by the Controller, in the amount of only \$3.2 million.

6. At the request of the Mayor, the two proposed GA Program changes will be voted on by the electorate at the November, 1993 election.

7. The Mayor has requested that this item be tabled by the Budget Committee.

**Recommendation:** Approval of the proposed ordinance is a policy matter for the Board of Supervisors.



Harvey M. Rose

cc: Supervisor Migden  
Supervisor Hsieh  
President Alioto  
Supervisor Bierman  
Supervisor Conroy  
Supervisor Hallinan  
Supervisor Kaufman  
Supervisor Kennedy  
Supervisor Leal  
Supervisor Maher  
Supervisor Shelley  
Clerk of the Board  
Chief Administrative Officer  
Controller  
Teresa Serata  
Jean Harris  
Ted Lakey

**BOARD OF SUPERVISORS**  
**BUDGET ANALYST**

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CALENDAR

BUDGET COMMITTEE  
BOARD OF SUPERVISORS  
CITY AND COUNTY OF SAN FRANCISCO

WEDNESDAY, AUGUST 25, 1993 - 2:00 P.M.

ROOM 228, CITY HALL

PRESENT: SUPERVISORS HSIEH and ALIOTO

ABSENT: SUPERVISOR MIGDEN

CLERK: KAY GULBENGAY

Note: Copies of the Budget Analyst's Report will be available for review on the counter in the Office of the Clerk of the Board, Room 235, City Hall, 10:00 a.m., the date of the meeting.

CONSENT CALENDAR

1. All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Budget Committee, and will be acted upon by a single roll call vote of the Committee. There will be no separate discussion of these items unless a member of the Committee or a member of the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

- (a) File 101-90-78.5. [Release of Funds] Requesting release of reserved funds, Department of Public Works, Earthquake Safety Program Phase 2, in the amount of \$205,746, San Francisco General Hospital for professional services for shoring and bracing of utilities feeding the hospital complex as well as fee requirements by the City's Art Commission and the Office of Statewide Health Planning and Developments (Department of Public Works)

ACTION: Hearing held. Release of \$205,746 approved. Filed.  
(Supervisors Hsieh and Alioto to become sponsors.)

- (b) File 94-91-4.9. [Release of Funds] Requesting release of reserved funds, Public Utilities Commission, in the amount of \$350,000, for continuing the implementation of the Trolley Bus Purchase Project. (Public Utilities Commission)

ACTION: Continued to call of the chair.



- (c) File 94-91-8.3. [Release of Funds] Requesting release of reserved funds, Public Utilities Commission, in the amount of \$2,050,000, for continuing the implementation of the Trolley Bus Purchase Project. (Public Utilities Commission)

ACTION: Continued to call of the chair.

- (d) File 101-91-63.2. [Release of Funds] Requesting release of reserved funds, Department of Public Works, in the amount of \$233,039, for construction of Harrison Street Pavement Renovation Project. (Also see File 148-92-4.2). (Department of Public Works)

ACTION: Release of \$233,039 approved. Filed.

- (e) File 148-92-4.2. [Release of Funds] Requesting release of reserved funds, Department of Public Works, in the amount of \$1,110,206, for construction of Harrison Street Pavement Renovation Project. (Also see File 101-91-63.2.) (Department of Public Works)

ACTION: Release of \$1,110,206 approved. Filed.

- (f) File 146-92-2.3. [Release of Funds] Requesting release of reserved funds, Department of Public Health, in the amount of \$10,000, to hire Global Systems, Inc., to develop the C.H.I.R.N. MIS. (Department of Public Health)

ACTION: Release of \$10,000 approved. Filed.

### REGULAR CALENDAR

2. File 205-93-1. Hearing to consider the management and oversight of funds generated from the War Memorial Commission for veterans programs and how to maximize local programs for veterans. (Supervisor Alioto)

ACTION: Hearing held. Continued to October 27, 1993 meeting.

3. File 82-93-6. [Right of Way Agreement] Ordinance authorizing conveyance of a pipeline easement to Unocal California Pipeline Company over City-owned property in Kern County - \$3,000. (Real Estate Department)

ACTION: Hearing held. Recommended.

4. File 97-93-44. [Filing and Findings Fees] Ordinance amending Administrative Code by adding Section 2B.9 to require payment of a fee for filing an application for refund with the Assessment Appeals Board, increasing the fee for written findings of fact and conclusions, and increasing the compensation of members of the board. (Supervisor Kaufman)

ACTION: Continued to September 8, 1993 meeting at the request of the author.



CITY AND COUNTY



OF SAN FRANCISCO

## BOARD OF SUPERVISORS

BUDGET ANALYST

1390 MARKET STREET, SUITE 1025

SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-7642

August 25, 1993

**TO:** Budget Committee  
**FROM:** Budget Analyst  
**SUBJECT:** August 25, 1993 Budget Committee Meeting

Item 1a - File 101-90-78.5

**Department:** Department of Public Works (DPW)  
**Item:** Release of funds reserved for seismic upgrade and earthquake repairs for the San Francisco General Hospital (SFGH)  
**Amount:** \$205,746  
**Source of Funds:** 1990 Earthquake Safety Bonds  
**Description:** In June, 1990, the San Francisco electorate approved a General Obligation Earthquake Safety Bond issue, which included a \$332.4 million issuance, for the purpose of repairing earthquake damage and seismically upgrading various City facilities, including City Hall, Public Health buildings, and the Performing Arts Center.

In March, 1991, the Board of Supervisors appropriated \$23,000,000 of Phase II 1990 Earthquake Safety Bond funds (Ordinance 144-91). Of the \$23,000,000 appropriated, a total of \$5,478,294 was placed on reserve for professional and construction services at various facilities, pending the selection of contractors and determination of the MBE/WBE status of the contractors. The proposed release of reserve funds would fund the seismic upgrade of the SFGH Services Building,

located on the SFGH campus, and design, implementation, and administrative costs for the Arts Commission.

The SFGH's share of the current funds of \$5,478,294 on reserve is \$469,546. Of this \$469,546, the Department of Public Works is requesting that \$205,746 be released from the reserved funds for professional services which include shoring and bracing of utility tunnels feeding the Hospital complex as well as fee requirements for the City's Arts Commission and the Office of Statewide Health Planning and Development (OSHPD). The OSHPD requires plan review of the seismic upgrades and that certain load and materials tests be conducted in order to ensure the structural integrity of the service building, prior to connecting the utility hook-ups. Other services to be provided include existing material loading and testing, as well as asbestos abatement and monitoring.

**Project Budget:**

Engineering Design Services

Prime Contractor

Forell/Elsesser Engineers, Inc. \$33,920

Subconsultants:

Gayner Engineers (mechanical/electrical) 4,500

Harding-Lawson Associates (geotechnical  
engineers) 2,000

Adamson Associates (cost consultants) 1,000

Subtotal Engineering Design Services \$41,420

Boiler Room Roof Shoring (Forell/Elsesser) 8,095

Additional State Permit Fee (OSHPD) 19,230

Art Enrichment

(Arts Commission, see Comment #3) 20,000

Asbestos Abatement Services

(DPW-BCM, see Comment #2)

6318 Construction Inspector  
(80 hrs. @ \$62.52 per hour) 5,000

Subconsultants:

ACC Environmental (WBE- asbestos  
monitoring) 8,000

Barsotti's Insulation (asbestos  
abatement) 36,000

Temper Insulation (MBE - asbestos  
abatement) 4,000

Subtotal Asbestos Abatement Services 53,000

Materials & Load Testing

Forell/Elsesser (40 hrs. @ \$95/hr. for coordination of subconsultant)	\$3,800
Subconsultant - Schwein/Christensen	<u>60,201</u>
Subtotal Materials & Load Testing	<u>\$64,001</u>

Total Reserve Request	\$205,746
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**Comments:**

1. The DPW submitted a Request for Qualifications (RFQ) and received eight bids. The DPW selected Forell/Elsesser Engineers, Inc. for professional services for the seismic upgrades. The proposed contractor, Forell/Elsesser, is not an MBE/WBE firm, but would utilize one MBE subconsultant, Gayner Engineers for the mechanical/electrical portion of the engineering design services. As noted in the project budget, the MBE subconsultant would receive \$4,500 or approximately 10.8 percent of the total proposed engineering design contractual services of \$41,420.

2. The asbestos abatement services would be provided by the DPW's Bureau of Construction Management (BCM) using existing staff. The DPW-BCM would also utilize "as needed", consulting services for the asbestos monitoring (ACC Environmental, WBE- \$8,000) and asbestos abatement (Temper Insulation, MBE - \$4,000; Barsotti's Insulation - \$36,000) services.

3. The \$20,000 for Art Enrichment would be used to fund artist fees, materials, and administrative costs for the design and implementation of an extension of the AIDS Comfort Garden, located at SFGH. Originally, the DPW-Bureau of Architecture (BOA) submitted a request to the Arts Commission for a recommendation for Art Enrichment for the SFGH Services Building as per City Ordinance 30-69, which requires that any new construction project must also provide 2 percent of the total construction costs for Art Enrichment. However, according to the City Attorney's Office, the proposed project is considered renovation, rather than new construction. Therefore, the Art Enrichment project is not a required cost of the proposed project budget.

4. The Budget Analyst believes that because the \$20,000 for Art Enrichment is not a required cost, approval of the \$20,000 is a policy matter for the Board of Supervisors.

**Recommendation:** Approval of the \$20,000 for the Art Enrichment Fee is a policy matter for the Board of Supervisors. If the Board of Supervisors approves the proposed Art Enrichment Fee in the

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amount of \$20,000, release the reserved funds in the amount of \$205,746. However, if the Board of Supervisors does not approve the proposed Art Enrichment Fee in the amount of \$20,000, release the reserved funds in the amount of \$185,746.

Item 1b - File 94-91-4.9

**Department:** Public Utilities Commission (PUC)  
Municipal Railway (MUNI)

**Item:** Request for release of reserved funds for the Trolley Bus project for in-house design support

**Amount:** \$350,000

**Source of Funds:**

Federal Section 9 Capital Assistance	\$13,815,120
Local Match *	<u>3,453,780</u>
Total	17,268,900

\* Local Match resources include: State Transit Capital Improvement funds, State Urban Rail Bond funds, State Clean Air and Transportation Improvement Act Bond funds, State Transit Assistance funds, State Transportation Development Act, Bridge Toll Net Revenues, Gas Tax Revenues, Hetch Hetchy funds, Transit Impact Development Fee Revenues, Gas Tax Revenues, Hetch Hetchy funds, Transit Impact Development Fee Revenues, San Francisco Municipal Railway Improvement Corporation funds, and/or the San Francisco County Sales Tax Revenues.

**Description:** The Board of Supervisors previously approved a Resolution No. 529-91 (File 94-91-4) authorizing the Public Utilities Commission to apply for, accept, and expend Federal Section 9 Capital Assistance funds in the amount of \$13,815,120 plus \$3,453,780 in required State and/or local match funds, for a total of \$17,268,900 for eight Municipal Railway Projects. Of the \$17,268,900, a total of \$13,982,500 was placed on reserve for contractual services, equipment, and data processing. Of the \$13,982,500, \$476,190 was specifically reserved for outside professional services for the Trolley Bus Project. Of the reserved amount, \$126,190 was released to fund in-house design support, leaving a balance of \$350,000 for such professional services.

The PUC is now requesting that \$350,000 be released from the reserved funds to continue implementation of in-house design support for the Trolley Bus Project.

**Comment:** At the time of this writing, the PUC has not provided sufficient information on the cost details for this project. Therefore, the proposed release of reserve funds should be continued pending the submission of the project and staffing cost details.

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**Recommendation:** Continue the proposed release of reserve funds to the call of the Chair pending the submission of the project and staffing cost details.



Item 1c - File 94-91-8.3

**Department:** Public Utilities Commission (PUC)  
Municipal Railway (MUNI)

**Item:** Request for release of reserved funds for the Trolley Bus project for outside contracts

**Amount:** \$2,050,000

<b>Source of Funds:</b>	Federal Section 9 Operating Assistance	\$7,532,454
	Federal Section 9 Capital Assistance	26,819,276
	Local Match *	<u>6,704,819</u>
	Total	41,056,549

\* Local Match resources include: State Transit Capital Improvement funds, State Urban Rail Bond funds, State Clean Air and Transportation Improvement Act Bond funds, State Transit Assistance funds, State Transportation Development Act, Bridge Toll Net Revenues, Gas Tax Revenues, Hetch Hetchy funds, Transit Impact Development Fee Revenues, Gas Tax Revenues, Hetch Hetchy funds, Transit Impact Development Fee Revenues, San Francisco Municipal Railway Improvement Corporation funds, and/or the San Francisco County Sales Tax Revenues.

**Description:** The Board of Supervisors previously approved a Resolution No. 3-92 (File 94-91-8) authorizing the Public Utilities Commission to apply for, accept, and expend Federal Section 9 Operating Assistance funds in the amount of \$7,532,454, Federal Section 9 Capital Assistance funds in the amount of \$26,819,276, plus \$6,704,819 in required State and/or local match funds, for a total of \$41,056,549 for four Municipal Railway Projects. Of the \$41,056,549, a total of \$33,524,095 was placed on reserve for outside contracts, pending a detailed project budget and contract details. Of the \$33,524,095, \$23,546,095 was specifically reserved for outside contracts for the Trolley Bus Project.

The PUC is now requesting that \$2,050,000 be released from the \$23,546,095 in reserved funds to continue implementation of the Trolley Bus Project.

**Comment:** At the time of this writing, the PUC has not provided sufficient information on the cost details for this project. Therefore, the proposed release of reserve funds should be continued pending the submission of the project and contractor cost details.

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**Recommendation:** Continue the proposed release of reserve funds to the call of the Chair pending the submission of the project and contractor cost details.

Items 1d and 1e - Files 101-91-63.2 and 148-92-4.2

**Department:** Department of Public Works (DPW)

**Items:** File 101-91-63.2 is a release of reserved funds in the amount of \$233,039 for the construction of the Harrison Street Pavement Renovation Project.

File 148-92-4.2 is a release of reserved funds in the amount of \$1,110,206 for the construction of the Harrison Street Pavement Renovation Project.

**Amount:** \$1,343,245 (\$233,039 plus \$1,110,206)

**Source of Funds:** \$1,110,206 (Federal grant funds from the Federal Surface Transportation Program)

\$233,039 (1987 Street Improvement Bond Fund)

**Description:** In April of 1992, the Board of Supervisors approved legislation authorizing the DPW to appropriate funds in the amount of \$1,100,257 for a Street Improvement Bond capital improvement project entitled Street Reconstruction and Renovation (File 101-91-63). Of this amount, \$585,000 budgeted for construction was placed on reserve pending the selection of contractors, the MBE/WBE status of the contractors and finalized contract details. DPW is now requesting that \$233,039 of these funds be released.

In July of 1992, the Board of Supervisors approved legislation authorizing the DPW to apply for, accept and expend Federal Surface Transportation Program funds for pavement renovation in the amount of \$7,257,000 (File 148-92-4). The entire \$7,257,000 amount was placed on reserve pending the selection of contractors, the MBE/WBE status of the contractors, and finalized contract details. DPW is now requesting that \$1,110,206 of these funds be released.

The DPW, through its departmental bid process, received five bids for the Harrison Street Pavement Renovation Project. Of these five bids received, Ghilotti Brothers Construction, Inc., submitted the lowest, most responsible bid of \$1,054,768. The DPW reports that Ghilotti Brothers Construction is not a MBE, WBE or DBE (Disadvantaged Business Enterprise) firm. However, Mr. Nelson Wong, Manager of the Civil Engineering Division of DPW, advises that Ghilotti Brothers Construction intends to subcontract 24.9 percent of the project work to three DBE firms (Vickers Concrete Sawcutting, Marinship Construction Services and Krystal Trucking), at a total cost of

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\$262,637. The 24.9 percent of project work to be subcontracted exceeds the 22 percent DBE subcontracting goal established by the Human Rights Commission (HRC).

Mr. Wong reports that the budget details for the Harrison Street Pavement Renovation Project are as follows:

	Street Improvement <u>Portion</u>	Federal Grant Fund <u>Portion</u>	Total <u>Amount</u>
Ghilotti Brothers Contract	\$120,982	\$933,786	\$1,054,768
Contingencies	12,098	93,379	105,477
Construction Management Services	66,459	83,041	149,500
Work Order-Dept. of Parking and Traffic	<u>33,500</u>	<u>--</u>	<u>33,500</u>
Total Project Budget	\$233,039	\$1,110,206	\$1,343,245

**Comment:** Mr. Wong notes that the second lowest bidder on this project, Inter-Coastal, J V, has filed a protest concerning Ghilotti Brothers Construction's subcontracting goal. According to Mr. Wong, the DPW has been advised by the City Attorney's Office and the HRC that the protest does not have merit and will be rejected. As noted above, Ghilotti Brothers Construction intends to subcontract 24.9 percent of the project work to DBE firms, which exceeds the DBE subcontracting goal established by HRC.

**Recommendation:** Approve the two releases of reserved funds in the total amount of \$1,343,245 ( \$1,110,206 - Federal Grant funds plus \$233,039 - Street Improvement Bond Funds).

Item 1f - File 146-92-2.3

**Department:** Department of Public Health (DPH),  
Community Public Health Services (CPHS)

**Item:** Request to release reserved funds

**Amount:** \$10,000

**Source of Funds:** Robert Wood Johnson Foundation

**Project:** Child Health Initiative for Immigrant/Refugee Newcomers  
(CHIRN)

**Description:** In February of 1992, the Board of Supervisors authorized the DPH to accept and expend a \$600,000 grant (File 146-92-2) to fund a new, three-year program to address the lack of health care access for high risk immigrant or refugee children, also known as "newcomer" children. CHIRN involves a collaborative effort of DPH, the San Francisco Unified School District and the Department of Social Services. The Robert Wood Johnson Foundation is supporting pilot projects in eight cities for restructuring the financing and delivery of publicly funded health care services for children.

CHIRN's three primary objectives over the 3-year grant period are: 1) to develop an ongoing mechanism for health data collection and analysis which will expand the scope of information on the newcomer child population; 2) to develop and implement a pilot program to coordinate access to health services for high risk newcomer children; and 3) to explore and develop fiscal strategies which will maximize Federal and State resources for children's health care, and to identify policy and regulatory barriers in State and Federal programs which may impede the delivery of health care services to children.

The Board of Supervisors reserved a total of \$69,400 of grant funding for consultant services pending identification of the consultants, including \$10,000 for a Systems Analyst to develop a Management Information System (MIS) for fiscal management and health data collection through integration with several existing information data systems throughout the DPH.

DPH is modifying their existing \$160,000 term purchase agreement with Global Health Information System, Inc. for FY 1993-94 for the maintenance and support of the health data collection system to include these grant funded MIS

services. The approximately \$200,000 contract with Global to develop the DPH health data collection system was approved by the Board of Supervisors in 1989. Global was selected as a sole source provider to develop the CHIRN health data collection system because of their knowledge of DPH health information systems. Global will provide 200 hours of programming at an hourly rate of \$50 for a Senior Development Specialist, or \$10,000 total cost to expand the DPH computer program for the collection of health data from District Health centers to include the health data for CHIRN. This fee includes training of DPH (CHIRN) staff in the use of the computer program that will be developed by Global.

**Recommendation:** Release \$10,000 as requested.



Item 2 - File 205-93-1

1. This item is a request to consider the management and oversight of funds generated from the War Memorial Center for veterans programs and how to maximize local programs for veterans.

2. In 1918, a group of San Francisco citizens became interested in constructing a Symphony Hall, which was then expanded to include an Opera House and an Art Museum. During the next two years, an option was purchased for the lot bounded by Hayes, Franklin, Grove and Van Ness (the current site of Davies Symphony Hall). In 1920, members of the newly-formed American Legion suggested that the project be designated as San Francisco's War Memorial. This idea was accepted and a public City-wide fund drive for this effort raised over \$2 million. The Regents of the University of California were designated as Trustees for these subscribers.

On August 19, 1921, a formal trust agreement was signed between the Regents and the leaders of the initial group of citizens, who were designated as Trustees of the War Memorial. (In 1930, the City agreed to take over the Regents' responsibilities under the Trust.) When this Trust Agreement was established, it was thought that three buildings would be constructed using the \$2 million in subscriptions. The Trust Agreement named two organizations — the San Francisco Art Association (now the Museum of Modern Art) and the San Francisco Posts of the American Legion — to occupy two of the buildings. Preferential right for use of the third building, a theatre or auditorium, was given to the Musical Association of San Francisco (now the San Francisco Symphony).

3. The San Francisco Posts of the American Legion established an American Legion War Memorial Commission (ALWMC), which now consists of one representative from each post, to carry out the provisions of the Trust Agreement for the ALWMC.

4. The responsibilities of the San Francisco Posts of the American Legion and the Museum of Modern Art, according to the Trust Agreement, include: (1) to perform all interior upkeep and repair (Section 9(d)); and (2) to pay for all heat, light, gas, electricity, water, steam or other public utility used on their premises, and for all janitor and elevator service (Section 9(l)). Both organizations are exempt from rent payments to the City (Section 9(a)). The Museum of Modern Art currently reimburses the War Memorial and Performing Arts Center for its utility and elevator costs, and provides its own janitorial staff and services. The ALWMC does not pay these costs, even though the Trust Agreement specifically states that such costs are the obligation of the ALWMC. Also, the War Memorial supports maintenance and upkeep services for the entire Veterans Building, such as engineers' and gardener's salaries.

5. According to Ms. Beth Murray of the War Memorial and Performing Arts Center, pursuant to a 1977 agreement between the War Memorial Board of Trustees and ALWMC, the War Memorial and Performing Arts Center provides an annual payment to the ALWMC to cover the costs of the ALWMC's administration,

currently at \$20,000 per year. In exchange, the ALWMC has granted the War Memorial Board of Trustees the exclusive right to manage, control and derive revenue from the Veterans Auditorium (now the Herbst Theatre) and the Green Room. This agreement also provides for an annual payment of \$6,000 to the American Legion War Memorial Commission from the Museum of Modern Art in exchange for space in the Veterans Building, which space was relinquished by the ALWMC to the Museum in 1977.

6. The ALWMC is empowered, according to the Trust Agreement, to provide headquarters for "Veterans of the Mexican War, Grand Army of the Republic, Spanish-American War Veterans, and such other patriotic organizations as said San Francisco Posts of the American Legion may from time to time desire to install." In other words, the ALWMC may grant space in the Veterans Building to veterans organizations other than San Francisco American Legion Posts. According to Mr. Charles Oswald of the American Legion, approximately one-half of the first floor of the Veterans Building is allocated to veterans organizations for office space, including Disabled American Veterans, Veterans of Foreign Wars, Swords to Ploughshares, and Jewish War Veterans. The second floor of the Veterans Building, other than the Green Room, is devoted to meeting rooms for veterans and veterans organizations.

7. It is currently the responsibility of the ALWMC to allocate space in the Veterans Building and to schedule meetings in the second floor meeting rooms. The \$26,000 in total annual funds received by the ALWMC from the War Memorial and the Museum of Modern Art (see Comment 5) support a part-time office manager and operating expenses (such as telephone, postage, copy service, and bank fees) to execute these scheduling and space allocation responsibilities.

8. According to Dr. Paul Hardman, the Alexander Hamilton Post representative on the American Legion War Memorial Commission and a member of the Mayor's Veterans Affairs Council, the subject of the proposed hearing should read "War Memorial Commission" (i.e., American Legion War Memorial Commission), not "War Memorial Center." Dr. Hardman states that the American Legion has not allocated resources as effectively as possible for the benefit of San Francisco veterans. According to Dr. Hardman, veterans organizations are not always granted space in the Veterans Building. Dr. Hardman alleges that the funds provided by the City to the Commission are used for other than legitimate purposes. Based on financial summaries provided by the American Legion, the Budget Analyst was unable to support this allegation. (\$17,100 of the American Legion's total \$28,357 budget supports a part-time office manager. This \$17,100 represents 60.3 percent of the American Legion's total budget of \$28,357 and 85.5 percent of the City's \$20,000 support.)

Dr. Hardman advises that the Mayor's Veterans Affairs Council would be a more appropriate agency to administer the Trust Agreement than the American Legion War Memorial Commission, since: (1) the Veterans Affairs Council is a City agency; (2) members of the Veterans Affairs Council must be San Francisco residents, while American Legion Post representatives to the War Memorial

Commission are not always San Francisco residents; and (3) the Veterans Affairs Council would operate more efficiently with minimal City funds.

Whether or not the Veterans Affairs Council would allocate resources more appropriately in the Veterans Building than the American Legion War Memorial Commission is irrelevant, however, according to a June 1, 1987 published opinion by the City Attorney. This opinion answered the question "May the War Memorial Board of Trustees order that the American Legion War Memorial Commission be dismantled and no longer act as agent for the San Francisco Posts of the American Legion with respect to use of space in the War Memorial Veterans Building dedicated to the Posts by the Board?" In response, the City Attorney wrote: "The War Memorial Board of Trustees may not order that the American Legion War Memorial Commission be dismantled and no longer act with respect to use of space."

9. According to Section 3.610 of the San Francisco Charter, the Board of Trustees of the San Francisco War Memorial shall have charge of the construction, administration and operation of the War Memorial and of the grounds set aside therefor. The Charter does not indicate that the War Memorial Board of Trustees should have any responsibility for local programs for veterans. Also, the Trust Agreement does not mention any responsibility for local programs for veterans to be provided by the Board of Trustees or the San Francisco Posts of the American Legion. The Trust Agreement provides that the San Francisco Posts of the American Legion may occupy the Veterans Building, and may provide space to other patriotic organizations at its pleasure.

10. In conclusion: (1) the Budget Analyst was unable to find evidence that management and oversight of funds provided by the War Memorial Board of Trustees to the American Legion War Memorial Commission has been inadequate; (2) according to a published opinion by the City Attorney, the War Memorial Board of Trustees may not order that the American Legion War Memorial Commission be dismantled and no longer act as agent for the San Francisco Posts of the American Legion with respect to use of space in the War Memorial Veterans Building; and (3) it is not the responsibility of the War Memorial Board of Trustees, nor is it the responsibility of the American Legion War Memorial Commission, to provide local programs for veterans.



Item 3 - File 82-93-6

**Departments:** Real Estate Department  
San Francisco Public Library  
Recreation and Park Department

**Item:** Ordinance authorizing conveyance of a pipeline easement to UNOCAL California Pipeline Company over City-owned property in Kern County.

**Amount:** \$3,000

**Description:** The proposed ordinance would grant easement rights to the UNOCAL California Pipeline Company (UNOCAP), a subsidiary of the Union Oil Company of California (UNOCAL), in place of the existing easement to UNOCAL.

UNOCAL has an existing pipeline easement for the transportation of oil over City-owned property in Kern County, near Bakersfield. This property, known as the Fuhrman Bequest Property, is under the joint jurisdiction of the San Francisco Public Library and the Recreation and Park Department.

The original Right of Way Agreement, dated August 1, 1911, is unclear to whether UNOCAL can assign easement rights to UNOCAP. UNOCAL has therefore requested that the City grant the right of way to UNOCAP to provide for an insurable property interest in UNOCAP (See Comment 1).

**Comments:** 1. According to Mr. Larry Ritter of the Real Estate Department, UNOCAP will have difficulty obtaining title insurance for the pipeline easement because of the ambiguous language contained in the original Right of Way Agreement of August, 1911, which does not specifically authorize UNOCAL to assign pipeline easement rights to UNOCAP, but rather makes references to "assignees." Since it is unclear whether UNOCAL may assign pipeline easement rights to UNOCAP, UNOCAL has requested instead that the City grant the pipeline easement directly to UNOCAP, thereby providing an insurable property interest in UNOCAP.

2. The proposed Right of Way Agreement on file with the Clerk of the Board provides that both UNOCAL and UNOCAP will indemnify the City against any and all claims, including any hazardous material remediation and clean-up.

3. An estimated \$3,000 for administrative costs, to be paid by UNOCAL, would be expended by the Real Estate Department

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to prepare the documents for the proposed grant of easement rights to UNOCAP .

4. UNOCAP would operate the pipeline as a common carrier line so that all oil companies would have access to the pipeline, which is in accordance with the public policy objectives of the California Public Utilities Commission.

5. The proposed grant of easement rights would not affect the City's Master Plan.

6. Both the Recreation and Park Commission and the Library Commission have recommended this grant of easement.

**Recommendation:** Approve the proposed ordinance.



Item 4 - File 97-93-44

**Department:** Assessment Appeals Board (AAB)

**Item:** Ordinance amending the San Francisco Administrative Code by adding Section 2B.9 to require payment of a fee for filing an application for refund with the Assessment Appeals Board, increasing the fee for written findings of fact and conclusions, and increasing the compensation of members of the Assessment Appeals Board.

**Description:** I. Filing Fees

The number of assessment appeals filed with the Assessment Appeals Board (AAB) by taxpayers each year has increased from approximately 650 in 1990 to more than 970 in 1992, or by 49 percent, thus increasing the number of days per year required by the AAB to hear and determine the appeals. Because the members of the AAB are paid per diem, the increase in appeals has increased the AAB's costs of operation. The AAB's overhead, clerical costs, costs of reproduction of audio-tapes and graphics, and legal fees have also increased as a direct result of the increase in numbers of appeals and hearing days.

Currently, no fee is required to file an assessment appeal with the AAB. In order to cover the costs of hearing and determining assessment appeals, the proposed ordinance would require a taxpayer filing an assessment appeal with the AAB to pay a filing fee. Since the AAB's cost to hear and determine an appeal generally increases in direct proportion to the assessed value of the property affected by the appeal, the filing fee for an assessment appeal would be based on the current assessed value of the property affected by the appeal. The filing fee would be determined such that properties within ranges of assessed value that generally require the same expenditure of time for hearing and determination by the AAB would pay the same filing fee. The fee would not exceed the AAB's total cost to hear and determine the appeal. The following is the proposed schedule for filing fees:

Where the property affected by the application is:

Fee

- |   |           |
|---|-----------|
| 1. Either unimproved or the applicant's principal residence and valued at \$250,000 or less     | No Charge |
| 2. Either unimproved or the applicant's principal residence and valued at \$250,001 - \$500,000 | \$10      |

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Where the property affected by the  
application is:

	<u>Fee</u>
3. Either unimproved or the applicant's principal residence and valued at \$500,001 - \$1,500,000	\$20
4. Either unimproved or the applicant's principal residence and valued at more than \$1,500,001	30
5. Properties that have been improved and are not the applicant's principal residence and valued at \$0 - \$2,000,000	50
6. Properties that have been improved and are not the applicant's principal residence and valued at \$2,000,001 - \$10,000,000	100
7. Properties that have been improved and are not the applicant's principal residence and valued at \$10,000,001 - \$20,000,000	150
8. Properties that have been improved and are not the applicant's principal residence and valued at \$20,000,001 - \$50,000,000	250
9. Properties that have been improved and are not the applicant's principal residence and valued at \$50,000,001 - \$100,000,000	350
10. Properties that have been improved and are not the applicant's principal residence and valued at more than \$100,000,000	450

II. Fees for Findings of Fact

In 1988, the Budget Analyst conducted a study of the reasonable cost to the AAB to prepare written findings and conclusions entitled "Budget Analyst's Cost Analysis of AAB Findings of Fact," contained in File No. 129-88-1. The Budget Analyst concluded in this study that the AAB's cost of providing written findings of fact and conclusions, not including the time that would ordinarily be spent to process an assessment appeal, was in the range of \$137 to \$167 for the average appeal. As a result of this study, the Board of Supervisors increased the fee for written findings of fact and conclusions from \$10 to \$75 (Resolution No. 22-89) for all applications, regardless of the value of the property.

The Budget Analyst has updated the 1988 study in a memorandum entitled "Updated Cost Analysis of Assessment Appeals Board Findings of Fact," dated January 8, 1993, finding that the cost to prepare written findings of fact and conclusions for the average assessment appeal has increased to \$147 to \$177.

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The proposed ordinance would increase the fee from \$75 for applications, regardless of property value, for written findings of fact and conclusions as follows:

<u>Where the property affected by the application is valued at:</u>	<u>Fee</u>
\$0 - \$1,000,000	\$100
\$1,000,001 - \$2,000,000	125
\$2,000,001 - \$10,000,000	150
\$10,000,001 - \$20,000,000	200
\$20,000,001 - \$50,000,000	250
\$50,000,001 - \$100,000,000	300
More than \$100,000,000	350

### III. Compensation of Members of the AAB

The current compensation of members of the AAB of \$50 per one-half day, or \$100 per day, is substantially below the compensation paid to member of Assessment Appeals Boards in counties of comparable size and importance. The compensation per day of members of the AAB in the following four Bay Area counties is as follows (See Comment 5):

Alameda County	\$150
Marin County	200
Contra Costa	150
Santa Clara	200

The proposed ordinance would increase the compensation of AAB members from \$50 to \$100 for each one-half day of service.

#### **Comments:**

1. In a report by Mr. Andrew Schwartz, Deputy City Attorney, Mr. Schwartz confirms that the revenue from the proposed Assessment Appeal filing fees would not exceed the cost to process the appeal. The following table illustrates the cost of processing an appeal, as conservatively estimated by Ms. Marilyn Cosentino, Assessment Appeals Board (AAB) Administrator, in any of the 10 proposed categories of assessed value, versus the proposed filing fee for that category.

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<u>Where the property affected by the application is:</u>	<u>Estimated Minimum Cost to Process Appeal</u>	<u>Proposed Filing Fee</u>	<u>Excess of Cost Over Fee</u>
1. - 4. Either unimproved or the applicant's principal residence	\$37	\$0 - \$30	\$7 - \$37
5. Properties that have been improved and are not the applicant's principal residence and valued at \$0 - \$2,000,000	77	50	27
6. Properties that have been improved and are not the applicant's principal residence and valued at \$2,000,001 - \$10,000,000	137	100	37
7. Properties that have been improved and are not the applicant's principal residence and valued at \$10,000,001 - \$20,000,000	277	150	127
8. Properties that have been improved and are not the applicant's principal residence and valued at \$20,000,001 - \$50,000,000	397	250	147
9. Properties that have been improved and are not the applicant's principal residence and valued at \$50,000,001 - \$100,000,000	637	350	287
10. Properties that have been improved and are not the applicant's principal residence and valued at more than \$100,000,000	1,200	450	750

2. Although the Assessment Appeals Board has not developed revenue estimates for the proposed legislation, according to the Sponsor's office, if the AAB assessed filing fees based on the ten categories set forth in the proposed ordinance, the City would have received total revenues in 1992 of \$65,720 (\$43,813 in FY 1993-94 based on an effective date of 11/1/93), or 48 percent of the AAB's total budget of \$136,500 for FY 1993-94. Based on a prior review, the Budget Analyst concurs with these basic estimates.

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3. In 1992, 20 applications for written findings of fact were processed by the AAB at a fee of \$75 per application, for a total of \$1,500 in revenue. The Budget Analyst estimates that the proposed changes in finding of fact fees would produce \$3,225 in annual revenues, or an additional \$1,725 (\$1,150 in FY 1993-94 based on an effective date of 11/1/93), based on the number of applications filed in 1992. The following table provides a breakdown of estimated annual revenue from the proposed finding of fact fees.

<u>Where the property affected by the application is valued at:</u>	<u>Number of</u> <u>Applications</u>	<u>Findings</u> <u>of Fact</u>	<u>Estimated</u> <u>Revenue</u>
	<u>Within</u> <u>Category</u>	<u>Fee</u>	
\$0 - \$1,000,000	8	\$100	\$800
\$1,000,001 - \$2,000,000	3	125	375
\$2,000,001 - \$10,000,000	4	150	600
\$10,000,001 - \$20,000,000	0	200	0
\$20,000,001 - \$50,000,000	3	250	750
\$50,000,001 - \$100,000,000	0	300	0
More than \$100,000,000	<u>2</u>	350	<u>700</u>
<b>TOTAL</b>	20		<b>\$3,225</b>

4. There are three AAB members who are budgeted to work for 75 full days in FY 1993-94. These AAB members currently receive \$50 per one-half day of service (\$100 per full day), for a total annual cost of \$22,500 (3 x 75 days x \$100/day) for FY 1993-94. The proposed ordinance would increase their compensation to \$100 per one-half day, or \$200 per full day, resulting in annual increased costs of \$22,500 (\$15,000 in FY 1993-94 based on an effective date of 11/1/93) and total annual costs of \$45,000 (3 x 75 days x \$200/day).

5. According to Mr. Schwartz, members of Assessment Appeals Boards in other counties in California comparable in size to San Francisco, such as San Diego, Los Angeles and Santa Clara, receive at least \$200 each per day in compensation.

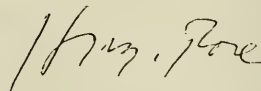
6. Based on an estimated effective date of November 1, 1993, the proposed ordinance is estimated to produce total additional revenue of \$44,963 (\$43,813 in filing fees + \$1,150 in additional findings of fact fees) in fiscal year 1993-94, based on 1992 figures. Based on a November 1, 1993 effective date, these additional revenues would be offset by an additional cost of \$15,000 for AAB compensation, resulting in net revenues of \$29,963 (\$44,963 less \$15,000). In accordance with the proposed ordinance, these additional net revenues would be



used to partially pay for the AAB's total costs of operations, including the increased compensation of AAB members.

7. According to Mr. Schwartz, the proposed filing fee for assessment appeals may be preempted if Assembly Bill 1422 is approved by the State Legislature. Assembly Bill 1422 would establish an assessment appeal filing fee of \$50. Mr. Schwartz reports that it is unclear whether this bill would affect the City's ability to impose an assessment appeal filing fee of a different amount.

**Recommendation:** Approval of the proposed ordinance to increase the AAB's fees and compensation is a policy matter for the Board of Supervisors.



Harvey M. Rose

cc: Supervisor Migden  
Supervisor Hsieh  
President Alioto  
Supervisor Bierman  
Supervisor Conroy  
Supervisor Hallinan  
Supervisor Kaufman  
Supervisor Kennedy  
Supervisor Leal  
Supervisor Maher  
Supervisor Shelley  
Clerk of the Board  
Chief Administrative Officer  
Controller  
Teresa Serata  
Jean Harris  
Ted Lakey

4:29 - SF Housing Authority -  
mailed return 554-1296

4:53 - Apt / W.F. address

4:54 - hang-up.



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/// BOARD OF SUPERVISORS  
/ CITY AND COUNTY OF SAN FRANCISCO

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FRIDAY, AUGUST 27, 1993 - 3:00 P.M.

ROOM 228, CITY HALL

MEMBERS: SUPERVISORS MIGDEN, HSIEH, ALIOTO

CLERK: KAY GULBENGAY

1. File 172-93-30. [San Francisco Zoo Lease and Management Agreement]  
Ordinance approving the form of a San Francisco Zoo Lease and Management Agreement and authorizing the General Manager of the Recreation and Park Department to execute such zoo lease and management agreement on behalf of the City and County of San Francisco; approving an indemnification by the City and County of San Francisco of the San Francisco Zoological Society contained in such zoo lease and management agreement; and declaring intention of the Board of Supervisors to fund such zoo lease and management agreement separately from the Recreation and Park Department budget. (Recreation and Park Department)

ACTION:

AUGUST 24, 1993

NOTICE OF CANCELLED MEETING

NOTICE IS HEREBY GIVEN that the regularly scheduled meeting of the Budget Committee for Wednesday, September 1, 1993 at 2:00 p.m., has been cancelled.

John L. Taylor, Clerk  
Board of Supervisors

BUDGET COMMITTEE  
BOARD OF SUPERVISORS  
ROOM 235, CITY HALL  
SAN FRANCISCO, CA 94102

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CITY AND COUNTY



OF SAN FRANCISCO

## BOARD OF SUPERVISORS

BUDGET ANALYST

1390 MARKET STREET, SUITE 1025

SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-7642

August 25, 1993

**TO:** Budget Committee  
**FROM:** Budget Analyst  
**SUBJECT:** August 27, 1993 Special Budget Committee Meeting

Item 1 - File 172-93-30

**Note:** This item, which was recommended for approval by the Governmental Efficiency and Labor Committee, was rereferred to the Budget Committee at the Board of Supervisors meeting of August 23, 1993.

**Department:** Recreation and Park

**Item:** Ordinance approving a lease and management agreement to provide for the San Francisco Zoological Society to manage the Zoo, and authorizing the General Manager of the Recreation and Park Department to execute such lease and management agreement with the San Francisco Zoological Society on behalf of the City and County of San Francisco; approving an indemnification by the City and County of San Francisco of the San Francisco Zoological Society contained in such zoo lease and management agreement; and declaring intention of the Board of Supervisors to fund such zoo lease and management agreement separately from the Recreation and Park Department budget.

**Lessee:** San Francisco Zoological Society (SFZS)

- Location:** 65 acres of land and improvements at the San Francisco Zoo, with potential to expanded sites, including the Fleishhacker Site, the National Guard Armory Site, and the Oceanside Sewage Site, as those sites may become available for Zoo expansion
- Term of Lease:** From approval date until June 30, 1998  
Automatically renewed every five years for 99 years, unless either party terminates the agreement by written notice
- Rent:** \$1 per year nominal payment by SFZS to the City
- Management Fee:** \$4 million per year, to be paid by the City to the San Francisco Zoological Society (see below)
- Source of Funds:** FY 1993-94 budget of the Recreation and Park Department (first year);  
Separate appropriation of the Board of Supervisors (ensuing years)
- Description:** The San Francisco Zoological Society (SFZS) is a non-profit charitable organization, formed in 1954. SFZS currently provides various services at the Zoo under a lease agreement with the City. Such services include the operation of the Children's Zoo, the Insect Zoo, the Zoo's Education Department, the food and concession services, the gift shop, Zoo membership, the development office and the Avian Conservation Program. The proposed agreement would lease the Zoo premises to SFZS and provide that SFZS manage the entire Zoo operation, under the terms and conditions of the lease. Presently, the management of the remaining sections of the Zoo is the responsibility of the Recreation and Park Department.
- Comments:** 1. In February, 1993, the Board of Supervisors approved a resolution (Resolution 139-93) that had two effects. First, the resolution conferred the support of the Board of Supervisors for the concepts of an expanded partnership between the City and SFZS for the care, control and management of the Zoo by SFZS. These concepts included, briefly:

- (1) that SFZS would operate the Zoo;
- (2) that SFZS would establish a \$10 million Founder's Fund;
- (3) that SFZS would continue efforts to raise approximately \$25 million for capital improvements at the Zoo;

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- (4) that the City would provide an annual payment of \$4 million to support Zoo operations;
- (5) that the Recreation and Park Commission would establish a priority of issuing a \$25 million bond issue for capital improvements at the Zoo, to be implemented some time within the first five years of the lease;
- (6) that the lease would continue for five years, and would include an option for renewals; and
- (7) that current employees of the Zoo could remain in the City's Civil Service system, if they so desired.

Second, the resolution urged the Recreation and Park Commission and SFZS to negotiate a lease agreement incorporating these concepts. This proposed lease agreement represents such a negotiated agreement.

2. In FY 1992-93, \$3,715,000 in General Fund monies was included in the Recreation and Park Department's budget for Zoo operations; in FY 1993-94, that amount was decreased by \$165,000, or 4.4 percent, to \$3,550,000. However, a \$200,000 supplemental appropriation is currently under consideration for Zoo operations for FY 1993-94, which would increase the total appropriation to \$3,750,000, representing \$35,000, or .009 percent, more than the FY 1992-93 budget. (For more information on the budgeted support for Zoo operations, see Comment 9.)

3. According to Mr. David Anderson, Director of the Zoo, the Zoo's August, 1992 application to the American Association of Zoological Parks and Aquariums (AAZPA) for reaccreditation was tabled pending the outcome of this proposed lease agreement. Mr. Anderson advises that the Zoo must present the AAZPA with a financial plan showing that it has sufficient on-going financial support to maintain the Zoo and to begin rebuilding exhibits, some of which are becoming substandard. If the Zoo cannot provide such a financial plan, it will lose its accreditation, Mr. Anderson reports. Mr. Anderson further reports that the AAZPA approved of the concepts for the lease agreement, and have indicated that approval of the proposed lease agreement would be sufficient to reaccredit the Zoo.

4. According to Section 14.2 of the lease agreement, all permanent, full-time Civil Service employees could choose either to become SFZS employees or to remain Civil Service employees at the Zoo. All employees would retain the representation of employee bargaining groups, and

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would be governed by union agreements and Civil Service provisions. Pursuant to the proposed agreement, employees would be supervised and directed by SFZS employees. According to the proposed lease, vacated Civil Service positions would not be replaced by City Civil Service employees, so that eventually all positions at the Zoo would be SFZS employees.

5. The proposed agreement provides that the SFZS would reimburse the Recreation and Park Department for all services that the City provides to the SFZS. These services would include: (1) salaries and benefits for Civil Service employees; (2) utilities; and (3) miscellaneous services, which include any services provided from time to time by the City at the request of SFZS.

6. In our February 3, 1993 Memorandum to the Government Efficiency and Labor Committee, the Budget Analyst noted that the Recreation and Park Commission currently provides park maintenance services, such as tree trimming and heavy equipment operations, which are funded from the General Fund and from separate Recreation and Park Commission revenues, but which are not identified in the Zoo's annual operating budget because they are included in the total cost of the Recreation and Park Department's maintenance activities for all park properties, including the Zoo. At that time, Mr. David Anderson, Zoo Director, estimated that the General Fund value of these services was \$407,000 in FY 1992-93. For FY 1993-94, the value of services anticipated to be provided is \$252,000. The proposed lease agreement specifies that SFZS would provide maintenance and repairs to the Zoo (Section 13, Maintenance). Therefore, if the proposed ordinance is approved, the budget of the Recreation and Park Department should be reduced by the General Fund cost of providing maintenance services to the Zoo, estimated at \$252,000 for FY 1993-94.

According to Mr. Phil Arnold of the Recreation and Park Department, if approval of the proposed ordinance would result in a reduction of \$252,000 in the Department's budget, the Recreation and Park Department would no longer support the proposed lease agreement. Since the Department absorbed an estimated \$2 million in budget reductions in the FY 1993-94 for maintenance and repairs, including tree toppers, gardeners, mowers, and crafts positions, Mr. Arnold reports, the Department cannot support additional reductions in that area. The Budget Analyst notes that a reduction of \$252,000 would

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**BUDGET ANALYST**



have no impact on the anticipated post-budget reduction level of maintenance service outside of the Zoo, since the Department's maintenance responsibilities would be reduced by a value of \$252,000 (based on the maintenance being the responsibility of SFZS under the proposed agreement). These funds would then be available to support a portion of the management fee noted in the following comment. However, Mr. Arnold states that if the Board of Supervisors does not further reduce the Department's budget to reflect the decreased scope of services, approval of the proposed ordinance would reduce the impact of recent budget reductions on park maintenance.

7. The proposed lease includes a \$4 million annual payment from the City to SFZS to support operating costs at the Zoo. This \$4 million is to be funded from the Recreation and Park Department's FY 1993-94 General Fund budget. (See Comment 9.) In future years, according to the proposed agreement, the City would intend to fund the payment of the management fee from a General Fund appropriation separate and apart from the budget of the Recreation and Park Department. However, this provision is not binding, and the Board of Supervisors would retain its budgetary discretion under the Charter. The management fee of \$4 million would be increased upon renewal of the lease on July 1, 1998 to reflect any change in the one-year amount of wages and benefits paid to all permanent Civil Service Employees then employed at the Zoo. In making such adjustments to the management fee, according to the proposed lease:

[N]on-overtime wages and benefits paid to permanent Civil Service Employees shall be compared, as of June 30, for the two Fiscal Years most recently ended prior to preparation of the applicable City budget, to determine a percentage change in wages and benefits . . . Only those Civil Service Employees employed at the Zoo on both such dates shall be considered for the purposes of the foregoing calculation. The Management Fee shall then be adjusted upward or downward, as the case may be, by an amount determined by taking only that portion of the management fee that equals the amount expended by SFZS in the most recently completed fiscal year to reimburse the City for the wages and benefits of Civil Service employees . . . and multiplying that portion of the management fee by the Percentage Change in Wages and Benefits.

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In other words, for example, if the remaining Civil Service employees' wages and benefits increase four percent between the two most recently completed years, the portion of the Management Fee that supports Civil Service employees would increase four percent. No other increase would occur until the end of the following five year lease. All of the \$3.55 million currently budgeted to the Zoo is for Civil Service employees, and the \$200,000 supplemental appropriation would also support labor costs (see Comment 9).

8. When no Civil Service positions remain at the Zoo (as noted in Comment 4, above), then the Management Fee would be frozen and no further increases would be awarded. At what point no Civil Service employees will remain and the Management Fee will be frozen cannot be determined at this time.

9. Approximately \$3.55 million is included in the FY 1993-94 budget for Zoo operations, Mr. Arnold advises. In addition, a \$200,000 supplemental appropriation has been introduced to support the Zoo. The funds included in the budget for the Zoo would be used to pay the proposed Management Fee. If: (1) the proposed supplemental appropriation of \$200,000 is approved; and (2) the Board of Supervisors reduces the Recreation and Park Departments budget by \$252,000, making these funds available to support the proposed management fee (see Comment 6, above), then these funds, in combination with the Department's FY 1993-94 budget for the Zoo, could entirely support the proposed management fee, as follows:

**Source of Funds for \$4 Million Proposed Management Fee**

Recreation and Park Department's FY 1992-93 budget for Zoo operations	\$3,550,000
Supplemental Appropriation Request	200,000
Reduction in Recreation and Park Dept. budget to Reflect SFZS Responsibility for Zoo Maintenance	<u>252,000</u>
TOTAL	\$4,002,000
Management Fee	<u>4,000,000</u>
First Year Savings	\$2,000

If the supplemental appropriation is not approved, and/or the Board of Supervisors does not reduce the Recreation and Park Department's budget for Zoo maintenance, then the Department would not have sufficient funds to support the entire management fee. (The Department would require either an additional \$200,000 if the supplemental appropriation is not approved, \$250,000 if the Department's budget is not reduced, or \$450,000 if neither the supplemental is approved nor the Department's budget is reduced.)

According to Mr. Arnold, if the proposed  $\frac{1}{2}\%$  State Sales Tax measure is approved in November of 1993, then these additional funds could be provided from such Sales Tax revenues. If the Sales Tax measure is not approved by the voters, then funds would not be available. According to the proposed lease agreement, payment of the management fee would be subject to the provision of the Charter, which provides that fulfillment of lease obligations is subject to the availability of funds appropriated by the Mayor and the Board of Supervisors. Mr. Anderson advises that the Recreation and Park Department intends to submit a second supplemental appropriation for \$200,000 for the Zoo from Sales Tax revenues, if the Sales Tax measure is approved.

11. Mr. Anderson reports that the amount of the management fee, \$4 million, was established based on the operating requirements of the Zoo.

12. The City's actual General Fund contribution for the Zoo's operating expenses increased at an average annual rate of approximately 7.3 percent between 1987-88 and 1990-91, but decreased at an average rate of 6.6 percent in FY 1991-92, 1992-93 and 1993-94. Whether the City would increase its General Fund support for the Zoo or decrease its support in the future cannot be determined at this time.

Assuming: (1) a six percent increase in annual General Fund support to the Zoo (based on a six percent assumed annual increase included in the concepts approved by the Board of Supervisors); (2) that the proposed \$200,000 supplemental appropriation is approved; and (3) that the Recreation and Park Department's budget is reduced by \$252,000 (see Comment 6, above), then the five year savings from approval of the proposed agreement would be as follows:

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<u>Fiscal Year</u>	<u>Estimated Annual Expenditures</u>	<u>Proposed Mgmt. Fee</u>	<u>Estimated Savings</u>
1993-94	\$4,002,000	\$4,000,000	\$2,000
1994-95	4,242,120	4,000,000	242,120
1995-96	4,496,647	4,000,000	496,647
1996-97	4,766,466	4,000,000	766,466
1997-98	5,052,454	4,000,000	<u>1,052,454</u>

Total Estimated Savings, FY 1994 to FY 1998

\$2,559,687

Whether or not these savings would actually be realized, or whether a different amount would be saved, is dependent on which of the three assumptions is true. The City would still realize five-year net savings if any two of the above three assumptions is true, but in a lesser amount. The City would not realize net five-year savings if none of the above three assumptions is true.

13. After the first five years, depending on whether or not Civil Service positions remain at the Zoo, in the worst case, the proposed agreement would provide for a percent increase equal to a *single year* percent cost of living increase applied to a five year lease, and the increase would *only* be applied to the portion of the fee that supports Civil Service employees. Thus, for example, if salaries and benefits had increased four percent for Civil Servants the most recently completed fiscal year, and 50 percent, or \$2 million, of the management fee supported Civil Service employees, then the management fee would increase from \$4 million to \$4.08 million, and would remain \$4.08 million for five years (based on an increase of 4 percent of \$2 million plus \$4 million). In the best case, if no Civil Service employees remain after the first five years, the City would pay no increases for management of the Zoo for 99 years. Since inflation decreases the real value of money, assuming four percent inflation per year, the real value of \$4 million would be \$3.29 million in five years, \$2.70 million in ten years, and \$82,000 in 99 years, representing a substantial decrease in the real value of support to the Zoo. According to Mr. Anderson, SFZS anticipates operating the Zoo more efficiently and fundraising more effectively than the City. The decreased real value of City contributions could be replaced with increased fee and other revenues, such as donations.



14. According to the proposed agreement, the SFZS would be required to present proposals for capital improvements to the Recreation and Park Commission for approval. Funding for capital improvements would be the responsibility of SFZS.

15. The proposed agreement would provide that all Zoo animals would continue to be owned by the City (except animals under loan to the City). Under the proposed agreement, SFZS would care for the animals. The agreement would also require that SFZS continue to provide care for the City's bison at Golden Gate Park and San Bruno Jail.

16. The proposed agreement includes a provision for a \$10 million Founder's Fund. This Founder's Fund is to be financed through fundraising activities by SFZS. According to the proposed lease, the Founder's Fund would be expended as follows: \$5 million for capital improvements; \$2 million for Zoo operating expenses; and \$3 million to increase the SFZS endowment fund. These expenditures are in accordance with the resolution approved by the Board of Supervisors in February, 1993, noted above. According to the proposed agreement, if SFZS is unable to raise the \$10 million for the Founder's Fund as of approval of the agreement, SFZS would provide a minimum of \$8.15 million in cash and pledges by such date, of which approximately \$5 million would support capital improvements, \$2 million would support operating costs, and the balance would support the endowment fund. According to Mr. David Anderson, Zoo Director, \$9.1 million has been raised or pledged to date, including over \$2 million in cash and over \$7 million in pledges. Mr. Anderson reports that most pledges are contingent upon the Zoological Society operating the Zoo; that is, if the proposed agreement is not approved, most pledges would be withdrawn. The extent to which these pledges will actually be collected cannot be determined at this time.

17. All revenues collected through Zoo operations would be expended by SFZS on operating expenses, capital improvements, and other Zoo purposes. The proposed agreement stipulates that SFZS would raise a minimum of \$7 million per year from revenues and donations for operations. Since raising this \$7 million annually is a condition of the lease, if SFZS fails to raise at least that amount, then the proposed agreement would be terminated, Mr. Anderson reports.

**BOARD OF SUPERVISORS**  
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18. According to Section 15.4 of the proposed lease agreement, the City would make an effort to place a \$25 million bond issue on the ballot during the first five years of the agreement. This \$25 million would support a new front Zoo entrance, new animal exhibits, and any other agreed upon improvements. The agreement specifies that it does not limit the authority of the Board of Supervisors to determine whether or not to place such a bond issuance measure before the electorate, and it does not require that the City issue the bonds upon voter approval. Also, the proposed agreement states that, in the event that the General Obligation Bond Issue is not approved by the voters, the City would not be required to contribute any funds to SFZS or the Zoo operations in excess of the Management Fee required under this agreement.

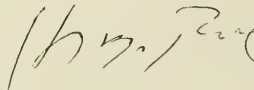
19. Under the terms of the proposed agreement, the Recreation and Park Commission would have the right to approve the fees charged for admission to the Zoo. Admission fees are currently \$6.50 for adults, \$1.00 for children aged six to eleven (based on a sliding scale), and no charge for children under the age of six. The Recreation and Park Commission currently approves Zoo admission fees.

**Recommendations:**

1. Although the Board of Supervisors previously approved a resolution of intent to have the San Francisco Zoological Society take over management of the Zoo, the Budget Analyst considers approval of the proposed ordinance to be a policy matter for the Board of Supervisors.



2. If the proposed ordinance is approved, request the Controller to prepare legislation to rescind \$252,000 from the Fiscal Year 1993-94 budget of the Recreation and Park Department for the cost of providing Zoo maintenance services since, in accordance with the provisions of the proposed lease agreement, Zoo maintenance services are to be provided by the San Francisco Zoological Society. (This recommendation of the Budget Analyst was not accepted by the Governmental Efficiency and Labor Committee).



Harvey M. Rose

cc: Supervisor Migden  
Supervisor Hsieh  
President Alioto  
Supervisor Bierman  
Supervisor Conroy  
Supervisor Hallinan  
Supervisor Kaufman  
Supervisor Kennedy  
Supervisor Leal  
Supervisor Maher  
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